

5

CLOSED
STACKS



GOVERNMENT INFORMATION CENTER
SAN FRANCISCO PUBLIC LIBRARY
SAN FRANCISCO
PUBLIC LIBRARY

REFERENCE
BOOK

Not to be taken from the Library

OCT 14 2001

SAN FRANCISCO PUBLIC LIBRARY



3 1223 03270 2194



Digitized by the Internet Archive
in 2010 with funding from
San Francisco Public Library

<http://www.archive.org/details/civilgrandjuryre200001cali>

2000 - 2001

CIVIL GRAND JURY

REPORTS



**CITY AND COUNTY
OF
SAN FRANCISCO, CALIFORNIA**

DOCUMENTS DEPT.

JUL 31 2001

SAN FRANCISCO
PUBLIC LIBRARY

2000 - 2001

CIVIL GRAND JURY

REPORTS



DOCUMENTS DEPT.

JUL 31 2001

SAN FRANCISCO
PUBLIC LIBRARY

**CITY AND COUNTY
OF
SAN FRANCISCO, CALIFORNIA**

CITY AND COUNTY OF SAN FRANCISCO

GRAND JURY

OFFICE

400 MCALLISTER ST., ROOM 008
SAN FRANCISCO, CA 94102
TELEPHONE: (415) 551-3605

June 30, 2001

The Honorable Ronald Evans Quidachay
Presiding Judge of the Superior Court
Civic Center Courthouse
400 McAllister Street, Department 206
San Francisco, CA 94102

Dear Judge Quidachay:

The 2000-2001 San Francisco Civil Grand Jury herewith respectfully submits its Final Reports. The Grand Jury greatly appreciates the support we received from you, as well as from former Presiding Judge Alfred G. Chiantelli, during the course of our term. The members of the Jury are honored to have had the opportunity to be of service to the County and to participate in this valuable and venerable institution.

The Grand Jury wishes to thank the people who spent time with us this year as part of our interviews and investigations. One of the pleasures of our term was verifying how fortunate San Francisco is to have so many conscientious, hardworking City employees.

On behalf of the Grand Jury, I would also like to once again thank the Trial Courts staff for all of their support work during our term, particularly Michael Tamony. As with previous Juries, I would like to especially single out Gary Giubbini for his many contributions to our activities. The Court is fortunate to have him as an asset.

I would like to thank my colleagues this year for their hard work, patience, and diligence. These reports represent many hours of work on their part. I believe this body of reports contains many recommendations of value to the City, and we look forward to their consideration by the agencies to which they are made.

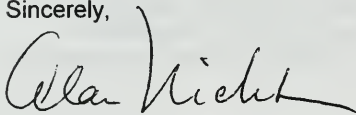
In addition to our reports, other significant accomplishments of this Grand Jury include:

- Further development and organization of the reference material in the Grand Jury Library, in order to aid future Juries in their investigations.

- Meetings with most members of the Board of Supervisors to discuss the duties of the Grand Jury and encourage a written response to Grand Jury recommendations and hearings on the various reports.
- Requests to each Supervisor that they identify potential Grand Jury candidates in the future from their districts and encourage those individuals to apply for membership on the Grand Jury in order to increase diversity by supervisorial district.
- Formation of a Continuity Committee that monitored responses to previous Grand Jury reports, prepared follow-up correspondence to be issued by the Court where warranted, and performed any necessary follow-up investigation.
- Initiation of a San Francisco chapter of the California Grand Jury Association.

On a personal note, I would like to once again thank former Presiding Judge Chiantelli for appointing me as Grand Jury Foreman. Having now served for two years, the previous year as a committee chair, I can truly say that I have learned a great deal about the structure and workings of the City and County of San Francisco. I consider myself lucky to live in one of the world's great cities.

Sincerely,

A handwritten signature in black ink, appearing to read "Alan Nicholson". The signature is fluid and cursive, with a large initial "A" and "N".

Alan L. Nicholson
Foreman, 2000-2001 Civil Grand Jury

**MEMBERS OF THE 2000-2001
SAN FRANCISCO CIVIL GRAND JURY**

Alan Nicholson, Foreman

Diane Compagno Miller, Secretary

Cory Casassa

John Everett

Don Figone

Marvin Gans

Harris Goodman

Gloria Hartman

Robert Karp

Theresa Koenig

Diane F. Leon

Clint Mitchell

Jack Mona

Stephen J. Perry

Robert R. Planthold

Nancy Thompson

Eric J. Weiss

Thomas W. Zickgraf

TABLE OF CONTENTS AND INDEX TO TABS

SHERIFF'S DEPARTMENT CANINE UNIT

GRAND JURY CONTINUITY REPORT

COUNTY PAROLE BOARD

**MAYOR'S OFFICE ON DISABILITY/
MAYOR'S DISABILITY COUNCIL**

DEPARTMENT OF ELECTIONS

FILM AND VIDEO ARTS COMMISSION

LITTER AND GRAFFITI

NEIGHBORHOOD PARKING

NONPROFIT CONTRACTING

POLICE DEPARTMENT RIDE-ALONGS

SPECIAL ASSISTANTS

WATER SYSTEM INFRASTRUCTURE

SHERIFF'S DEPARTMENT CANINE UNIT

Report of the

2000-2001 San Francisco Civil Grand Jury

SHERIFF'S DEPARTMENT CANINE UNIT

In the course of this investigation, the CGJ observed the Canine Unit in operation at the county jails, had several meetings with the handler, reviewed quarterly reports, and reviewed the operations manual. Members of the CGJ also interviewed and observed a representative of the Sonoma County Sheriff's Department Canine Unit conduct a search of the Sonoma County Jails, spoke with several leading canine trainers and representatives of the California Narcotics Canine Association as well as several representatives from the Ione Police Department, San Bernardino Sheriff's Department, and the San Francisco Police Department Canine Units. These units all operate both in the jails and in-house search situations and adhere to the standards laid forth by the CNCA.

The Unit uses both random searches and searches based on inmate tips, and averages approximately one search of a facility per week. The sporadic nature of the visits is due partly to the limited resources of the Unit, but to a large part it also is by design in order to deflect attention from the aforementioned informants. Extra personnel assigned the Unit would be beneficial to provide increased coverage in the areas searched at a single location rather than an increase in search frequency.

During searches, all inmates are removed from the area to be searched. The SFSD K-9 Unit never comes into direct contact with any inmate. This is vital to ensuring both the safety and the effectiveness of the canine officer. The canine officer assigned to the SFSD K-9 Unit is a single-purpose narcotics detection canine and is not cross-trained as a "bite dog". Any aggression by inmates or others towards the canine officer is highly damaging to the confidence and, therefore, to the viability of the canine as a detection tool. It is standard within the industry that under no circumstances should the canine officer be used for the actual searching of inmates. Should this type of detection be desirable to the SFSD, efforts should be made to obtain and maintain a cross-trained canine with "bite dog" capabilities such as those utilized within the SFPD.

In the twelve months covered by the quarterly reports submitted by the SFSD K-9 to the CGJ, the Unit uncovered the following contraband:

Controlled Substance Pills	314	Lighters/Matches	106
Tobacco	92	Rock/Base Cocaine	71
WEAPONS	41	Marijuana	37
Amphetamine	5	Heroin	5

These items were found both grouped in hidden caches and individually in amounts as small as 1/16 of a gram. In addition, the Unit uncovered contraband food, homemade "pruno" alcohol, a jail-made handcuff key, a size 7/16 Power Master wrench, a tattoo kit, and an **actual handcuff key**.

The SFSD K-9 Unit is compliant with the standards set by the CNCA. However, it is the opinion of both the operating deputy of the SFSD K-9 Unit and the CGJ

SHERIFF'S DEPARTMENT CANINE UNIT

that, due to both the secretive nature of inmates and the small amounts of contraband available to them, the standards of the CNAC (which rely on rather significant amounts of contraband) are somewhat ineffective within the jail setting.

The canine officer should be commended for his ability to detect extremely small quantities of contraband. There is also value in maintaining the sobriety of those held in custody. Additionally, the detailed examination of any area to which the canine "alerts" has led to discovery of a wide variety of hidden weaponry. While there is no "street value" to these weapons it is the opinion of the CGJ that their detection and removal from the county jail facilities further justifies the SFSD K-9 Unit's value. The thorough procedures of this deputy, as well as those assisting in follow-up searches, elevate this newly instituted program from a valuable resource to one that the CGJ considers truly invaluable.

In addition to the Unit's functional value, deputies conducting follow-up searches in conjunction with the Unit note that the existence of the Unit has prompted an increased level of detail to these and other routine searches conducted by deputies throughout the jails. This is of particular value since the SFSD deputies assigned to the county jails ultimately are charged with the safe operation of the facilities, not the SFSD K-9 Unit.

While it is understood that the operational value of any new unit must be proven before expansion can be considered, it is the opinion of the CGJ that the SFSD K-9 has indeed proven its value and is deserving of further expansion.

Lastly, the only aspect of the Canine Unit that was found to be substandard was the transport vehicle for the Unit. This vehicle should be replaced with a mechanically reliable vehicle. Further, the vehicle should either be unmarked or issued magnetic SFSD logos in order to assure the safety of the Unit during both the off-shift commute and the time the canine spends with his handler on non-working days. Given the costs incurred and expertise inherent in this unit, the CGJ believes that any steps, such as a low profile vehicle that with minimal expense improve the safety of the Unit, should be taken.

FINDINGS

The San Francisco Civil Grand Jury finds that the SFSD K-9 Unit uses a thorough and concise operations manual, maintains accurate records, and through the initiative of the deputy handler provides a unique service to both the inmates and Sheriff's Deputies by removing a large number of contraband weaponry and narcotics.

After observing other dual-purpose canine units, it is apparent that there is a level of "patrol" mentality within the majority of handlers. The canine is relied upon to

SHERIFF'S DEPARTMENT CANINE UNIT

alert the handler to contraband. However, the deputy assigned to the SFSD K-9 Unit eschews this "dog and master" mentality and truly works with his canine charge, climbing over and wriggling under all surfaces of even minor interest to the dog with an eye towards further examination. It is truly the belief of the CGJ that this degree of involvement by the human deputy is integral to the success of this unit.

The SFSD K-9 Unit is a sterling example of the initiative that a city department can take. The Sheriff's Department is commended for their initiative in this regard and is encouraged to expand the Unit within guidelines determined through consultation with the deputy in charge.

RECOMMENDATIONS

1. The SF Civil Grand Jury recommends the priority funding of a reliable vehicle outfitted for canine transport to the SFSD K-9 Unit. Further, the CGJ recommends that this vehicle should have the capability to lower its "profile" when off duty either through a plain "unmarked" paint job or through the inclusion of SFSD logo removable magnetic signs to an "unmarked" vehicle so as to prevent acts of retaliation and ensure the safety of the SFSD K-9 Unit when the Unit is both outside of San Francisco and/or off duty.

Required Response

Sheriff – 60 Days

2. Recognizing that the recording and maintaining of data regarding the activities of the SFSD K-9 Unit are vital to the effective operation of this unit, the San Francisco Civil Grand Jury recommends that a "laptop" computer with both spreadsheet and multiple database capability be made available to the Unit immediately.

Required Response

Sheriff – 60 Days

3. The effectiveness of the initial SFSD K-9 Unit has demonstrated the value in its expansion. The value of the Unit relies upon the performance level set by the deputy in charge of the Unit, and any expansion should be undertaken with his supervision and approval. With those caveats, the CGJ recommends that the existing SFSD K-9 Unit be expanded at those levels deemed proper by the deputy currently in charge of the Unit.

SHERIFF'S DEPARTMENT CANINE UNIT

Required Response

Sheriff – 60 Days

4. In the course of this investigation it was pointed out that a large degree of contraband is smuggled in during visiting hours. The canine officer assigned to the SFSD K-9 Unit is an "aggressive response" canine. Therefore, unacceptable levels of liability are inherent in use of the Unit to search visitors. It is apparent to the CGJ that this is an area in need of attention. The CGJ recommends that the SFSD examine the possibility of augmenting the "aggressive response" canine in the SFSD K-9 Unit with a "passive response" canine, to be used in parking lots and in entry areas prior to allowing visitation.

Required Response

Sheriff – 60 Days

GRAND JURY CONTINUITY REPORT

Report of the
2000-2001 San Francisco Civil Grand Jury

GRAND JURY CONTINUITY REPORT

SUMMARY

The 1999-2000 Civil Grand Jury (CGJ) published 16 reports on August 23, 2000. These reports covered the functions of various city agencies, evaluated their performance and made recommendations in accordance with CGJ investigative findings. In accordance with California State law, these recommendations must be responded to within either 60 or 90 days, depending upon the type of agency.

The 2000-2001 CGJ created a Continuity Committee to follow through on the issues and recommendations raised by the 1999-2000 CGJ reports. At the end of the 90-day response deadline, responses were tabulated. For agencies that had not responded, a letter was sent from the Presiding Judge, encouraging response.

A number of late responses subsequently were received. One of the belated agency responses was from the San Francisco Film and Video Commission (SFFVAC). We noted a strong contrast between the CGJ recommendations and the SFFVAC responses, which warranted additional review. The results of this review are presented separately as one of the series of this year's CGJ reports.

The CGJ recommends that:

- The Board of Supervisors develop a change to Board of Supervisors Rules to provide written guidance to the Clerk of the Board regarding methods by which to provide required written responses to CGJ recommendations.
- The Board of Supervisors develop a change to Board of Supervisors Rules to provide written guidance to the Clerk of the Board regarding methods by which to ensure that required hearings are held regarding CGJ reports.

BACKGROUND

Typically, a CGJ's reports are published following the end of its term. Each report lists required responses from any number of agencies. In accordance with California Penal Code Section 933(c), responses are required within either 60 or 90 days following publication of the CGJ reports, depending upon certain specified criteria (Attachment 1).

A given CGJ's term ends on June 30, and a new CGJ is impaneled in the first week of July. Due to this timing, if any CGJ recommendations have not been responded to by City departments and officials, there has been little or no follow up.

Section 2.10(b) of the Administrative Code requires the Controller to report on the implementation of CGJ recommendations no later than one year following

GRAND JURY CONTINUITY REPORT

issuance of the report(s). Controller's Office personnel send out requests for updates regarding the actions taken in response to the recommendations. However, not all of these follow up requests have been successful with respect to eliciting responses from these agencies.

In addition to required responses, Administrative Code, Section 2.10(a), requires that the Board of Supervisors hold public hearings for final CGJ reports (Attachment 2). Our review indicates that only one 1999-2000 CGJ report, "Juvenile Justice (CARC)" received a hearing. This hearing occurred at a meeting of the Economic Vitality, Small Business and Social Policy Committee on March 6, 2001.

The 2000-2001 CGJ created a Continuity Committee to follow through on the issues and recommendations raised by the 1999-2000 CGJ report. The scope of this committee was:

- To ensure that all departments were made aware of their requirement to respond to the recommendations made by the previous year's CGJ report.
- To apprise the Board of Supervisors of their responsibility to hold hearings concerning the previous year's CGJ reports and to elicit their cooperation in this regard.
- To follow up and elicit responses from non-responding departments, first by telephone and then, if necessary, by official letters of reminder.
- To evaluate the recommendations of the previous year's CGJ reports and determine if further examination was warranted based upon the responses.
- To encourage future CGJs to maintain a historical file regarding these responses. This process allows grand jurors to gain a more thorough understanding of the past relationships between earlier grand juries and various agencies.

At the end of the 90-day response deadline, responses were tabulated. For agencies that had not responded, a letter was sent from the Presiding Judge, encouraging response (see Attachment 3 for letter template).

The only exception to this was the Board of Supervisors. Rather than send a letter to the Board, the CGJ met individually with most of the Supervisors to provide information as to the CGJ's goals. We also noted that the Board had neither responded in writing to the various recommendations from the 1999-2000 reports, nor had hearings on them as required by Administrative Code, Section 2.10(a).

With the exception of the "Neglect of Reporting Requirements" report, at the end of the 90-day response deadline 29 agencies had failed to respond to the recommendations of the 1999-2000 CGJ reports. Letters were sent to

GRAND JURY CONTINUITY REPORT

71 agencies from the Presiding Judge for failure to respond by the statutory deadline. A number of late responses subsequently were received.

"Neglect of Reporting Requirements" required approximately 250 responses and less than 10% of these recommendations still require a response. The most notable of those failing to respond are the District Attorney and San Francisco Housing Authority; most of the agencies failing to respond are quite small and have limited jurisdiction (e.g., task forces or advisory committees).

One of the belated responses to the CGJ reports was from the SFFVAC, dated January 9, 2001. Upon reading both the report and this response, the 2000-2001 CGJ noted a strong contrast between the recommendations made and responses given. This appeared to warrant additional analysis, and we decided to continue a business review of the SFFVAC.

The creation of the Continuity Committee provided the 2000-2001 CGJ with the opportunity to ensure receipt of responses to the 1999-2000 CGJ recommendations, as well as the ability to review and access these responses for possible follow-up. The CGJ believes this ability to be a vital tool in terms of ensuring accountability from those areas of government that have been examined and encourages the continuation of the Continuity Committee by future CGJs.

ADVICE TO FUTURE GRAND JURIES

In order to facilitate a Continuity Committee, the 2000-2001 CGJ advises future CGJs that:

- A CGJ Continuity Committee be a regular standing committee.
- The CGJ Secretary or other willing juror chair the Continuity Committee and be responsible for monitoring the status of required responses.
- Reports should be made regularly to the CGJ and Presiding Judge on late responses during the CGJ term. Agencies failing to respond should receive telephone reminders, followed by a formal letter from the Presiding Judge, if necessary.
- The results of Continuity Committee actions should be included as a part of future Civil Grand Jury Final reports.
- The CGJ review the received responses and, if warranted, consider selecting one or more reports for continued investigation (i.e., the 2000-2001 CGJ selection of the 1999-2000 CGJ SFFVAC report).

GRAND JURY CONTINUITY REPORT

FINDINGS AND RECOMMENDATIONS

1. Finding: After meeting with individual members of the Board of Supervisors, the CGJ has yet to receive a written response to the 1999-2000 CGJ reports from the Clerk of the Board of Supervisors.

Recommendation: The CGJ recommends that the Board of Supervisors develop a change to its "Rules of Order", perhaps Section 5.7, to provide guidance to the Clerk of the Board regarding methods by which to provide required written responses to CGJ reports.

Required Response

Board of Supervisors – 90 Days

2. Finding: The Board of Supervisors has not held hearings regarding many of the 1999-2000 CGJ reports, contrary to the Administrative Code, Section 2.10(a), requirement to do so.

Recommendation: The CGJ recommends that the Board of Supervisors develop a change to its "Rules of Order" perhaps Section 5.7, to provide guidance to the Clerk of the Board regarding methods by which to ensure that required hearings are held regarding CGJ reports.

Required Response

Board of Supervisors – 90 Days

GRAND JURY CONTINUITY REPORT

ATTACHMENT 1

CALIFORNIA PENAL CODE SECTION 933(c)

933. (a) Each grand jury shall submit to the presiding judge of the superior court a final report of its findings and recommendations that pertain to county government matters during the fiscal or calendar year. Final reports on any appropriate subject may be submitted to the presiding judge of the superior court at any time during the term of service of a grand jury. A final report may be submitted for comment to responsible officers, agencies, or departments, including the county board of supervisors, when applicable, upon finding of the presiding judge that the report is in compliance with this title. For 45 days after the end of the term, the foreperson and his or her designees shall, upon reasonable notice, be available to clarify the recommendations of the report. **(b)** One copy of each final report, together with the responses thereto, found to be in compliance with this title shall be placed on file with the county clerk and remain on file in the office of the county clerk. The county clerk shall immediately forward a true copy of the report and the responses to the State Archivist who shall retain that report and all responses in perpetuity. **(c)** No later than 90 days after the grand jury submits a final report on the operations of any public agency subject to its reviewing authority, the governing body of the public agency shall comment to the presiding judge of the superior court on the findings and recommendations pertaining to matters under the control of the governing body, and every elected county officer or agency head for which the grand jury has responsibility pursuant to Section 914.1 shall comment within 60 days to the presiding judge of the superior court, with an information copy sent to the board of supervisors, on the findings and recommendations pertaining to matters under the control of that county officer or agency head and any agency or agencies which that officer or agency head supervises or controls. In any city and county, the mayor shall also comment on the findings and recommendations. All of these comments and reports shall forthwith be submitted to the presiding judge of the superior court who impaneled the grand jury. A copy of all responses to grand jury reports shall be placed on file with the clerk of the public agency and the office of the county clerk, or the mayor when applicable, and shall remain on file in those offices. One copy shall be placed on file with the applicable grand jury final report by, and in the control of the currently impaneled grand jury, where it shall be maintained for a minimum of five years. **(d)** As used in this section "agency" includes a department.

933.05. (a) For purposes of subdivision (b) of Section 933, as to each grand jury finding, the responding person or entity shall indicate one of the following: (1) The respondent agrees with the finding. (2) The respondent disagrees wholly or partially with the finding, in which case the response shall specify the portion of the finding that is disputed and shall include an explanation of the reasons therefor. **(b)** For purposes of subdivision (b) of Section 933, as to each grand jury recommendation, the responding person or entity shall report one of the following actions: (1) The recommendation has been implemented, with a summary regarding the implemented action. (2) The recommendation has not yet been implemented, but will be implemented in the future, with a timeframe for

GRAND JURY CONTINUITY REPORT

implementation. (3) The recommendation requires further analysis, with an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or head of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six months from the date of publication of the grand jury report. (4) The recommendation will not be implemented because it is not warranted or is not reasonable, with an explanation therefor. (c) However, if a finding or recommendation of the grand jury addresses budgetary or personnel matters of a county agency or department headed by an elected officer, both the agency or department head and the board of supervisors shall respond if requested by the grand jury, but the response of the board of supervisors shall address only those budgetary or personnel matters over which it has some decisionmaking authority. The response of the elected agency or department head shall address all aspects of the findings or recommendations affecting his or her agency or department. (d) A grand jury may request a subject person or entity to come before the grand jury for the purpose of reading and discussing the findings of the grand jury report that relates to that person or entity in order to verify the accuracy of the findings prior to their release. (e) During an investigation, the grand jury shall meet with the subject of that investigation regarding the investigation, unless the court, either on its own determination or upon request of the foreperson of the grand jury, determines that such a meeting would be detrimental. (f) A grand jury shall provide to the affected agency a copy of the portion of the grand jury report relating to that person or entity two working days prior to its public release and after the approval of the presiding judge. No officer, agency, department, or governing body of a public agency shall disclose any contents of the report prior to the public release of the final report.

GRAND JURY CONTINUITY REPORT

ATTACHMENT 2

ADMINISTRATIVE CODE, SECTION 2.10

SEC. 2.10. PUBLIC HEARINGS - REPORTS SUBMITTED BY THE CIVIL GRAND JURY

- (a) A public hearing by a committee of the Board of Supervisors shall be conducted to consider a final report of findings and recommendations that is submitted by the civil grand jury to the Board of Supervisors. The Clerk of the Board of Supervisors shall notify the current foreman of the civil grand jury and the immediate past foreman of the civil grand jury of any such hearing that is scheduled by the Board of Supervisors.
- (b) The Controller shall report to the Board of Supervisors on the implementation of recommendations that pertain to fiscal matters that were considered at a public hearing. The report by the Controller shall be submitted no later than one year following the date of the public hearing.
(Added by Ord. 205-95, App. 6/16/95)

GRAND JURY CONTINUITY REPORT

ATTACHMENT 3

LATE RESPONSE TEMPLATE LETTER

Date _____

Name _____

Title _____

Address _____

San Francisco, CA 9 _____

Dear _____:

To date I have not received the response of (name of department, office, agency, etc.) to the recommendations of the 1999-2000 Civil Grand Jury reports, which were released August 23, 2000. Your response was to be submitted to me by (day, month, 2000) (within 60 or 90 days), pursuant to Penal Code Section 933 and in conformity with Penal Code Section 933.05 (the text of these Sections are attached).

Because your response is now overdue, the Civil Grand Jury has requested that I contact you regarding this matter. As a courtesy, I am writing to request that you voluntarily comply with the requirements of the above statutes by submitting your overdue response to me in order to avoid the necessity of the Court having to pursue other legal remedies to ensure compliance.

Specifically, please respond to the following reports and recommendations:

Report Title

Recommendations

(name)

(1, 2, 5, 7,)

We expect your anticipated cooperation and prompt attention in this matter. Should you have any questions, please feel free to call (court coordinator) at (415) 551-3065.

Sincerely,

Hon. (name)
Presiding Judge

COUNTY PAROLE BOARD

Report of the
2000-2001 San Francisco Civil Grand Jury

COUNTY PAROLE BOARD

SUMMARY

The Civil Grand Jury (CGJ) reviewed the County Parole Board, a part of the Sheriff's Department. The impetus for this review was the general absence of any publicly available information on the Board. As an example, the only known Annual Report from the Board, which is available at the main branch of the San Francisco Public Library, was issued in 1989.

The County Parole Board is one of four programs under the umbrella of the Sheriff's Alternative Programs Division. The Board consists of the county sheriff, county chief probation officer and a public member appointed by the Superior Court, or their alternates. The purpose of the parole system is to assist county jail inmates to reintegrate into society as constructive individuals as soon as they are able. Since they are not confined for the full term of their sentence, it also alleviates the cost to society of keeping them in jail.

We found the Parole Board deliberations and decisions to be thoughtful, careful, and based on the guidelines in the Board Rules. However, we found that the County Parole Board was not in compliance with the Brown Act with respect to the posting of meeting notices and agendas, making it very difficult for the public to be aware of the existence of the Board or possibly attend one of its meetings.

The CGJ recommends that:

- The Sheriff's Office develop a procedure or process to come into compliance with the Brown Act.
- The County Parole Board consider publishing some type of statistical report regarding its activities.
- The Sheriff's Office consider funding a new vehicle for the Alternative Programs Division.

BACKGROUND

According to the County Parole Board 1989 Report, such boards were first established by the California Legislature in 1909 and originally consisted of the county sheriff, district attorney, and chief of police. In 1957, the membership was changed to the county sheriff, county chief probation officer and a public member appointed by the Superior Court. This is the composition of the current San Francisco County Parole Board.

COUNTY PAROLE BOARD

INVESTIGATION

The CGJ met several times with members of the Sheriff's Office who are involved with the Sheriff's Parole Alternative Programs and attended a meeting of the County Parole Board. We also interviewed the coordinator for the Parole Board and one of the Parole Board members.

General Parole Information

The San Francisco County Parole Board operates under a set of rules (Attachment 1). Though no meeting frequency is specified, the Board typically meets twice per month, in County Jail 8. As noted in the Rules, upon considering a parole application, the Board may take one of the following actions:

- Grant parole and specify an effective release date.
- Deny parole, giving written reasons for denial.
- Continue the matter until a specified date.
- Hold the matter on calendar until further information may be obtained.

The Board may parole an inmate who is otherwise eligible if, in the opinion of the Board, such release would not jeopardize the welfare of society. Guidelines in the Rules for parole release consideration include:

- The opinion of the sentencing judge, if available.
- The nature and circumstances of the offense.
- The prior criminal record of the inmate.
- The institutional performance of the inmate.
- The adequacy of his/her release plans given the inmate's personal and social history.

The 1989 "Annual Report" of the San Francisco County Parole Board notes that there are four methods of parole release, two of which were instituted in 1989 and may have been the reason for issuance of the report (their specific purpose was to partially alleviate chronic jail overcrowding, a significant problem in that time frame). County Parole personnel note that that information now is outdated.

The current structure of the Sheriff's Alternative Programs Division, including the County Parole Board, is as follows:

- County Parole Board.
- Home Detention.
- Sheriff's Work Alternative Program (SWAP)/Post-Release Educational Program (PREP).
- Warrant Services.

COUNTY PAROLE BOARD

The County Parole Board function in turn includes residential parole and community parole (30-day parole occurs independently of the Parole Board).

After completion of one-half of their sentence, all sentenced inmates committed to the custody of the Sheriff are eligible for parole, unless convicted of a felony and the sentencing judge has ordered that parole not be granted. This includes an inmate sentenced to home detention or SWAP. The Board may also grant limited duration parole, not to exceed sixteen hours. Though inmates can transfer from jail to SWAP during the last 60 days of their sentence if certain criteria are met, Parole Board personnel do not consider this transfer part of their responsibilities.

In accordance with California Penal Code Section 4004, persons convicted of certain drug offenses but not yet sentenced, can be immediately transferred to parole programs, with formal sentencing to follow at a later date.

There are three categories of parole:

1. Residential County Parole

Inmates are placed in licensed residential substance abuse programs after in-jail program participation or upon referral by the court. Program placement is for six months. There currently is a \$50 registration fee, plus \$1 - \$30 per day (based on ability to pay). Eligibility for this program is determined after a minimum 30 days participation in one of the following county jail programs:

- Sisters in Sober Treatment Empowered in Recovery (SISTERS)

Educational and substance abuse counseling for women. Women are engaged in program activities from 8 a.m. to 8 p.m., Monday through Friday.

- Roads to Recovery

Educational and substance abuse counseling for men. Men are engaged in program activities from 8 a.m. to 8 p.m., Monday through Friday.

- Resolve to Stop the Violence Program (RSVP)

Education and counseling for men with current or previous violent offenses. Men are engaged in program activities from 8 a.m. to 8 p.m., Monday through Friday.

COUNTY PAROLE BOARD

2. Community Parole

In order to participate in Community Parole, an inmate must prepare a community re-entry plan, which is reviewed by Sheriff's Office personnel for appropriateness.

3. 30-Day Parole

Notwithstanding any other rule, inmates who have completed one-third of their sentence and who meet certain other criteria are granted parole for the last 30 days of the sentence (the purpose of which is to relieve jail overcrowding and assist offenders in reintegrating into society). The only requirement to maintain this type of parole is to remain "crime-free." As noted above, this type of parole occurs independently of the County Parole Board.

County Parole Board Meeting

The CGJ attended a meeting of the County Parole Board. We found the Parole Board deliberations and decisions to be thoughtful, careful, and based on the guidelines in the Board Rules. Board members questioned each inmate, for example asking about the events that had resulted in their incarceration, if while in jail they had attempted to resolve some of the behavior issues that had led up to those events, if they knew the name of their probation officer (many did not), and if they understood the parameters that parole would involve. Not all inmates are granted parole. The coordinator for the Board prepares statistics for the Board members, and an example is presented as Attachment 2.

Prior to this meeting, we asked Sheriff's Office personnel whether or not the Board was subject to the Brown Act (California Government Code, Sections 54950 through 54960.5); upon review of applicable state law, it was our opinion that the Brown Act was applicable. The Brown Act has several requirements, including the need to (a) have open and public meetings, (b) post and send notices and agendas of meetings, (c) limit action to items on the agenda, and (d) permit public comment on agenda items.

Rule 25 of the Parole Board Rules states: "Members of the public are allowed to attend meetings of the Board upon consent of the members of the Board." It is not clear how the need to obtain the consent of the Board correlates with the Brown Act requirement to have open and public meetings. Further, neither the existence of the Parole Board nor its Rules are well-known, even within San Francisco City government. With the exception of certain personnel in the Sheriff's Office, every City employee we talked with was unaware that San Francisco had such a Board. Therefore, it would be unlikely that a member of the public would know either of the Board or its Rules in order to be able to ask to attend.

COUNTY PAROLE BOARD

Sheriff's Office personnel consulted with the San Francisco City Attorney's Office who counseled that the County Parole Board was, in their opinion, subject to the Brown Act. Discussion with Sheriff's Office personnel indicates that they are preparing a procedure to comply with the Brown Act. The Sheriff's Office has not yet decided where the posting of meeting information will be placed.

The CGJ asked the Parole Board if Proposition 36 regarding drug treatment programs was expected to have any effect on the Parole Board. The Board has reviewed Proposition 36 and determined that only a few percent of the inmates they see would be impacted by Proposition 36; therefore, the Board does not expect Proposition 36 to have much impact on either its workload or the composition of the inmates it sees.

The Parole Board noted that they are participating in implementation of the city-wide "Mentally Ill Offender Crime Reduction Grant." The State Board of Corrections has awarded the Sheriff's Office a grant of \$5 million to be used to develop programs designed to reduce jail crowding, crime and criminal justice costs while addressing the needs of mentally ill offenders. More information on this project is included in Attachment 3.

Members of the CGJ asked if victims were notified when inmates were either released or paroled. We were informed that the Sheriff's Office runs a program called VINE (Victim Information and Notification Everyday). VINE is a free, anonymous, automated service that allows a crime victim to check on the custody status of an inmate in the San Francisco jail, and register to receive automatic telephone notification when the inmate is transferred or released.

Other Aspects of the Alternative Programs Division

The administration of the Alternative Programs Division involves approximately 16 sworn personnel (fifteen currently, with one vacancy) in the Sheriff's Office. In addition to monitoring parole, these personnel are also in charge of warrants. If someone is out on parole and skips town or otherwise doesn't complete the terms of parole, then a warrant is issued. The database of parole violations evidently goes back at least 10 years, but most attention is placed on recent parole violations. Staff state that there have been as many as approximately 700 active warrants, but currently the number varies between 400 to 500 active warrants.

The Alternative Programs Division employs the following personnel in its four groups: one acting director in charge of the Division, one senior deputy and three deputies in warrant services; one sergeant, and four deputies in SWAP, two deputies and one civilian in county parole, and one senior deputy and two deputies in home detention. There are four civilian program directors, one for

COUNTY PAROLE BOARD

county parole, one for community parole, two for SWAP/PREP, and four cadets who work where needed in any of the four groups. Personnel assist other groups as workload dictates. Salaries and overtime for fiscal year 1999-2000 are presented in Attachment 4. When asked what their top "wish list" item might be, Sheriff's Office staff note that the vehicles available to them for warrant service are beginning to show their age and a new, or serviceable, vehicle or two would be very much appreciated.

Sheriff's Office personnel note that, to their knowledge, San Francisco is the only county within the nine bay area counties that runs such an extensive array of alternative programs. The CGJ called a variety of California counties and verified that this was the case. Sheriff's Office personnel state that they do their best to identify good candidates for parole. There is a segment of society that belongs in jail, but there are people that deserve another chance. The Sheriff's Office works to get persons in the second group back on track.

FINDINGS AND RECOMMENDATIONS

1. Finding: The Parole Board appears to be in violation of the Brown Act.

Recommendation:

The CGJ recommends that a process or procedure be developed by the Sheriff's Office regarding the provisions of the Brown Act and their implementation as regards the County Parole Board.

Required Response

County Parole Board – 60 Days
Sheriff – 60 Days

2. Finding: As a county agency provided for in state law, the County Parole Board is not subject to any county laws regarding annual report requirements. Therefore, though there have been some worthy initiatives and positive outcomes for the County Parole Board, there is no method by which to tell the public about them.

Recommendation:

The CGJ recommends that the County Parole Board issue some type of statistical report on an annual basis.

COUNTY PAROLE BOARD

Required Response

County Parole Board – 60 Days
Sheriff – 60 Days

3. Finding: The vehicles used for warrant service are beginning to show their age.

Recommendation:

The CGJ recommends that consideration be given to funding a new or more serviceable vehicle for the Alternative Programs Division.

Required Response

Sheriff – 60 Days

COUNTY PAROLE BOARD

ATTACHMENT 1

SAN FRANCISCO COUNTY PAROLE BOARD RULES

**SAN FRANCISCO COUNTY PAROLE
BOARD RULES
(June 23, 1999)**

1. MEMBERSHIP

The Board of Parole Commissioners shall consist of the Sheriff, the Chief Adult Probation Officer and a member chosen from among the community, and shall hereafter in these rules be designated as the Board. The community member shall be appointed by the Presiding Judge of the Superior Court and shall hold office for a term of one year which shall commence on the date of his/her appointment, and shall continue until the appointment and qualification of his/her successor.

2. TEMPORARY COMMISSIONERS

Any member of the Board may appoint one or more deputy commissioners for purposes set forth by law or defined hereafter in these rules. Unless otherwise specified, any reference in these rules to member of the Board shall mean not only members as defined in Rule 1, but also deputy commissioners. Names of deputy commissioners and proof of their appointment and qualifications shall be filed in the office of the Board.

3. STAFF

The administrative staff of the Board shall consist of the Executive Director, hereinafter referred to as Director, and the Assistant to the Executive Director. Other personnel may be assigned to the staff when deemed necessary to carry out responsibilities of the Board.

4. REGULAR MEETINGS

Meetings of the Board shall be convened each month at the call of the Director at a date, place, and time designated by the Director. Such meetings shall be presided over by the Sheriff who shall serve as chairman of the Board. In the absence of the Sheriff, any member of the Board may preside over meetings of the Board upon agreement of any two members of the Board present.

5. QUORUM

Attendance of two members of the Board shall constitute a quorum. The Board may not act without a quorum.

6. NOTICE

Not less than three days before each regular meeting, the Director shall transmit to each member a notice of the date, time, and place of meeting.

7. **SPECIAL MEETINGS**

In addition to regular meetings, special meetings may be convened at the discretion of any two members of the Board, duly transmitted in writing to the Director, or upon the request of the Director. The Director shall notify all members in the manner provided for regular meetings, except that notice of the date, time, and place of a special meeting may be made not less than twenty-four hours before the meeting. All business transacted at such meetings shall be valid as at regular meetings.

8. **APPLICATIONS**

Applications for parole shall be submitted to the Director at the office of the Board or to a person designated by the Director to receive such applications. Applications for parole shall be made upon forms as adopted by the Board, which are hereby designated as the only applications which may be submitted by the Director to the Board.

9. **REPRESENTATIVES**

Personal appearances before the Board by representatives of the applicant will be permitted at the discretion of the Board. Any pertinent evidentiary matter in favor of or in opposition to the granting of parole may be transmitted in writing to the Director who will submit the same to the Board with the application.

10. **ELIGIBILITY**

A sentenced prisoner who is committed to the custody of the Sheriff, including a prisoner assigned to Work Furlough, Home Detention, or the Work Alternative Program, shall be eligible for parole after serving one-half of his/her sentence, unless the prisoner was convicted of a felony and the sentencing judge has ordered that parole not be granted.

11. **SPECIAL CIRCUMSTANCE ELIGIBILITY**

When in the opinion of the Director special circumstances exist, or residential program placement is sought, a prisoner may apply for parole at any time.

12. **RECORDS**

After receipt of an application for parole, the Director shall obtain from various agencies copies of all pertinent police reports, automated criminal records and pre-sentence reports, and shall submit said reports, and all other pertinent documents with the application at the next regular meeting of the Board. A notice of application shall be transmitted to the sentencing judge indicating when the application will be heard and advising the procedure for providing information to the Board.

13. CALENDAR

At least two days in advance of each meeting, the Director shall prepare and submit to each Commissioner, or their designated deputy a calendar of business for the meeting. The calendar shall consist of items proposed by any Commissioner or the Director. Additions to the calendar after its submission or at the meeting, shall be considered only upon a vote of the Board approving such consideration.

14. ORDER OF BUSINESS

The order of business in meetings shall be:

- a. Reading of minutes of last regular and any special meetings
- b. Reading of communications and action thereon
- c. Unfinished business
- d. Action on applications for parole
- e. New business
- f. Adjournment

15. MINUTES

Minutes of each meeting of the Board shall be kept by the Director. The minutes shall record the action taken on each item calendared, including the reason for denial of parole, issuance of a return to custody warrant, or revocation of parole, and the vote cast on an item by each Commissioner present. Minutes of a meeting shall be transmitted in writing to each Commissioner and calendared for approval at the next regularly scheduled Board meeting.

16. PERSONAL APPEARANCES

An applicant shall be permitted to make a personal appearance before the Board in support of his/her application for parole.

17. BOARD ACTIONS

Upon considering an application for parole, the Board may take one of the following courses of action:

- a. Grant parole and specify an effective release date;
- b. Deny parole giving written reasons for denial;
- c. Continue the matter until a specified date;
- d. Hold the matter on calendar until further information may be obtained.

The vote of the members of the Board may be polled by telephone by the Director. The Director shall notify the applicant of the action of the Board as soon as practicable.

18. JURISDICTIONAL TRANSFERS

A sentenced prisoner, who is also a state parole violator, shall be unconditionally released to the State Department of Corrections upon notification by the Board of Prison Terms that a revocation release date has been established that is after or within 10 days of the prisoner's county jail sentence termination date.

19. CERTIFICATION

When a parole is granted to a prisoner, the Director shall prepare and deliver to the Sheriff or officer who has custody of the prisoner, a certificate stating the action taken by the Board and directing such officer to release the paroled prisoner in accordance with the terms of parole.

20. RE-APPLICATION

After denial of parole by action of the Board, a prisoner may only reapply if:

- a. The Board, at the time of its denial of parole, established specific conditions under which the prisoner could reapply and such conditions have been met, or
- b. There has been a material change in the prisoners' circumstances that in the opinion of the Director justifies a re-application.

21. APPLICATION WITHDRAWAL

Any applicant may withdraw his/her application or re-application at any time by transmitting such intent in writing to the Director.

22. RECISION

A hearing may be held at any regular or special meeting of the Board for the purpose of considering whether to rescind a parole which has been granted but unexecuted prior to the effective release date based upon a motion to rescind by the Sheriff, Chief Adult Probation Officer, public member, or the Director. Such a motion may be made on grounds of new information. The hearing shall conform to minimum due process requirements and is mandatory unless waived by the applicant in writing.

23. RECONSIDERATION

A vote to deny parole may be reconsidered and changed by a Board member by telephoning the Director on the same day as the meeting and by transmitting said change to the Director in writing.

24. REVOCATION

- a. The Director or designee, may issue a warrant revoking parole or return a parolee to jail upon the Director or designee finding that a parolee has violated conditions of parole or has become unamenable to supervision.
- b. A revoked parolee shall be given notice that he/she may request a hearing before the Board to be held no later than 30 days after return to jail.
- c. A revoked parolee shall receive no sentence credit for the time on parole prior to revocation.

25. PUBLIC ATTENDANCE

Members of the public are allowed to attend meetings of the Board upon consent of the members of the Board

26. LIMITED DURATION PAROLE

The Director may authorize the parole, for a period not to exceed sixteen hours, of any prisoner eligible for parole consideration under Rule 10 at any time after commencement of his/her sentence. The prisoner during this limited duration parole shall be subject to the standard conditions of parole and any additional conditions, including escort, deemed appropriate by the Director. The Director may require the prisoner to reimburse the county, in whole or in part, for expenses incurred due to the limited duration parole. The Director shall notify the Board, at its next regularly scheduled meeting, of any application of this rule and the reason for the particular grant of a limited duration parole.

27. GUIDELINES

The Board may adopt written guidelines for parole release consideration in the interest of promoting the consistent exercise of discretion and fair and equitable decision-making. Guidelines so adopted may not serve to deprive a sentenced prisoner's right to parole consideration on an individual basis. The Board may review, or modify guidelines at any time.

(The following guidelines were adopted 09/21/76)

The Board may parole a prisoner who is otherwise eligible if in the opinion of the Board such release would not jeopardize the welfare of society. In determining whether or not the release of an eligible prisoner is compatible with the public safety and welfare, the Board shall consider the following factors:

- a. The opinion of the sentencing judge, if available;
- b. The nature and circumstances of the offense;
- c. The prior criminal record of the prisoner;
- d. The institutional performance of the prisoner;
- e. The adequacy of his/her release plans given the prisoner's personal and social history.

28. SWAP TRANSFER PAROLE

A prisoner transferred to SWAP during the last 60 days of a county jail sentence shall be paroled on Saturdays and Sundays until SWAP is completed.

29. TRANSFER FROM SWAP/PREP OR HOME DETENTION

- a. At the discretion of the Director, a prisoner participating in SWAP/PREP or Home Detention may be transferred to Residential County Parole. The parole term shall be six months from the date of entry.
- b. The Director shall notify the Board, at its next scheduled meeting, of a prisoner transferred to Residential County Parole. The Board may confirm the transfer, modify the term of parole, or rescind parole, as it finds appropriate.

30. 30 DAY PAROLE

- a. Notwithstanding any other rule, all prisoners who have completed one-third of their sentence, except felons ordered ineligible by the sentencing judge, prisoner excluded under subsection b, and prisoners whose parole, home detention, or work alternative (SWAP) has been revoked, shall be granted parole for the last 30 days of their sentence.
- b. A prisoner committed for a violent, sexual, firearms, or arson offense, including but not limited to the following shall not be eligible for parole under this rule:

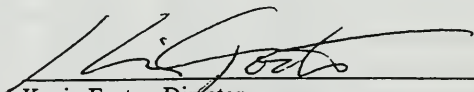
166 PC	242 PC	261 PC	450 PC	4574 PC	12031 PC
192 PC	243 PC	273 PC	451 PC	4600 PC	20002 VC
203 PC	244 PC	286 PC	4500 PC	12020 PC	23153 VC
207 PC	245 PC	288 PC	4532 PC	12021 PC	2800.2 VC
211 PC	246 PC	417 PC	4535 PC	12022 PC	
212 PC	247 PC	422 PC	4573 PC	12025 PC	
- c. Prisoners paroled under this rule shall be subject to the following conditions:
 1. Obey all Municipal, County, State, and Federal laws.
 2. Notify parole officer of any arrest or citation no later than the next business day after it occurs.
 3. Notify parole officer of any change in residence, co-residents, or employment no later than the next business day after it occurs.
 4. Remain in Bay Area (Alameda, Contra Costa, Marin, San Francisco, San Mateo, Santa Clara, Solano counties), unless given specific permission by parole officer to travel elsewhere.

5. Report to parole officer as directed.
 6. Submit your person (including urinalysis), residence, automobile, and property to search by any county parole officer at any time, without a warrant and without reasonable cause.
 7. No possession of firearms.
 8. Participate in and successfully complete any substance abuse, educational, psychological, and/or vocational program as directed by parole officer.
- d. A prisoner may decline release and remain in jail to complete his/her sentence.
 - e. The Director shall adopt appropriate regulations to implement this rule and at his discretion, may withhold the release of a prisoner eligible under this rule pending review by the Board.
 - f. This rule's purpose is to alleviate jail overcrowding and assist offenders in successfully reintegrating into society.

31. CONTINUATION PAROLE

- a. An unsentenced prisoner authorized and placed in a Sheriff's residential program pursuant to court order shall be paroled effective upon imposition of a county jail sentence. The parole term shall be six months from the date of entry into the residential program.
- b. The Director may request that the Board set a parole term different than six months

Attest:



Kevin Foster, Director
County Parole Board

COUNTY PAROLE BOARD

ATTACHMENT 2

**SAN FRANCISCO SHERIFF'S DEPARTMENT
ALTERNATE PROGRAMS DIVISION**

**RESIDENTIAL COUNTY PAROLE ANNUAL REPORT
YEAR 2000**

SAN FRANCISCO SHERIFF'S DEPARTMENT

Alternative Programs Division



Residential County Parole Annual Report Year 2000

555 7th Street
San Francisco, CA 94103
(415) 558-2470

Prepared by Floyd D. Johnson
County Parole Coordinator

County Parole Board Hearings For The Year 2000

Total # Screened **337**

Consent Calendar **175**

Approved 124

Continued 51

Regular Calendar **162**

Approved 105

Denied 30

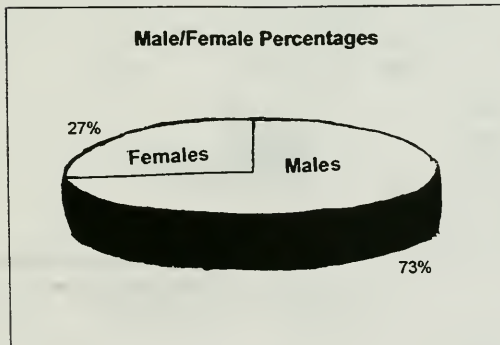
** No Action 27

Males **246**

Percentage **73**

Females **91**

Percentage **27**



** Prisoners released to other programs, withdrew name from consideration, early TX etc.

San Francisco Sheriff's Department Alternative Programs Division County Parole

Residential Program Statistics Annual Report Year 2000

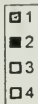
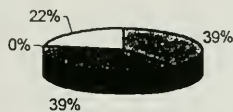
<u>Program</u>	<u>Participants</u>	<u>Completed</u>	<u>Returned to Jail</u>	<u>Return to Jail</u>	<u>AWOL</u>
			<u>Misbehavior</u>	<u>Administrative</u>	
Jelani House	18	7 39%	7 39%	0 0%	4 22%
Walden House	61	37 61%	5 8%	0 0%	19 31%
Milestones	59	25 42%	5 8%	0 0%	29 49%
Asian American	2	0 0%	1 50%	0 0%	1 50%
Liberation House	44	26 59%	0 0%	1 2%	17 39%
Totals	184	95 52%	18 10%	1 1%	70 38%

Status of AWOL Prisoners

Apprehended	57	81%
At Large (AWOL)	13	19%
Total	70	100%

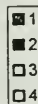
Floyd D. Johnson, Coordinator
Alt. Programs, County Parole
(415) 558-2482

Jelani House Participants



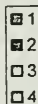
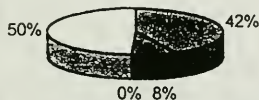
- 1 = Completed Program
- 2 = RTC for Misbehavior
- 3 = RTC Administrative
- 4 = AWOL

Walden House Participants



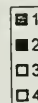
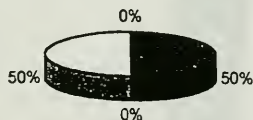
- 1 = Completed Program
- 2 = RTC for Misbehavior
- 3 = RTC Administrative
- 4 = AWOL

Milestones Participants



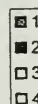
- 1 = Completed Program
- 2 = RTC for Misbehavior
- 3 = RTC Administrative
- 4 = AWOL

Asian American Participants



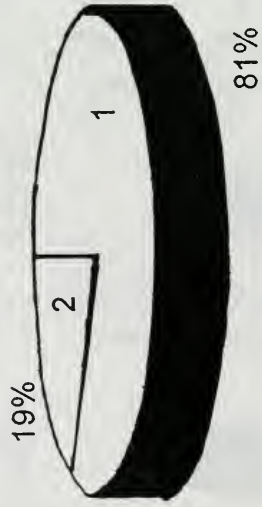
- 1 = Completed Program
- 2 = RTC for Misbehavior
- 3 = RTC Administrative
- 4 = AWOL

Liberation House Participants



- 1 = Completed Program
- 2 = RTC for Misbehavior
- 3 = RTC Administrative
- 4 = AWOL

Status of AWOL Prisoners



1 = Apprehended

2 = (At Large)

COUNTY PAROLE BOARD

ATTACHMENT 3

**CITYWIDE CASE MANAGEMENT FORENSIC PROJECT
FACT SHEET**



Citywide Case Management
939 Market Street, 4th Floor
San Francisco, CA 94103
Phone: (415) 597-8000
Fax: (415) 597-8004

Citywide Case Management Forensic Project Fact Sheet

Citywide Case Management, a University of California at San Francisco (UCSF)/San Francisco General Hospital (SFGH) Department of Psychiatry program, has provided comprehensive and intensive outpatient clinical case management services to individuals with serious mental illnesses since 1981. Citywide Case Management has served as both pioneer and prototype in San Francisco for treating those seriously and persistently mentally ill individuals often seen as untreatable outside of a locked setting by providing:

- Assertive case management featuring both routine and crises community outreaches
- Rigorous psychiatric medication regimens
- Long-term therapeutic relationships with clinical case managers with low caseloads

The Citywide Case Management Forensic Project, in collaboration with Jail Psychiatric Services (JPS), emerged in June 1994 to work in the community with seriously mentally ill jail recidivists. We've worked intensively with over 70 clients and demonstrated dramatic results. The Forensic Project built close working relationships with programs such as the Intensive Supervision Unit of Adult Probation and developed the ability to navigate and work effectively with systems and agencies that are involved in the interface between the criminal justice and mental health systems such as the Offices of the Public Defender and District Attorney, and the Sheriff's Department.

In October 1999, the city and county of San Francisco received the Mentally Ill Offender Crime Reduction Grant from the California Board of Corrections to create the Forensic Support System (FSS), a model integrated system of services that relies upon collaboration between the Public Defender's Office, Adult Probation, Parole Department, and JPS to target 100 mentally ill offenders. Citywide Case Management Forensic Project is the cornerstone of the Forensic Support System, delivering the intensive mental health services to these 100 clients.

The Citywide Case Management Forensic Project consists of an interdisciplinary staff of 18 mental health professionals. We have several innovative components to our comprehensive outpatient program: three or more groups daily, with over half focusing upon substance abuse and mental health issues, daily medication regimens when needed, on-site money management, courtroom consultation and assessment through the FSS Psychiatric Liaison to balance mental health treatment, public safety, and due process, a flexible housing fund, Saturday programming, incentives such as food, clothing, and entertainment vouchers for client participation, vocational rehabilitation, and regular after-hour coverage for crises, all combined with long-term therapeutic relationships with clinical case managers with low client caseloads.

Of the 100 clients we will serve, 75 will be mentally ill offenders in county jail at risk of going to state prison, while 25 will be mentally ill offenders on state parole. Prospective clients must meet the following criteria, after voluntarily agreeing to be part of a pilot project and being randomly assigned to receive services from Citywide Case Management Forensic Project:

- An Axis I diagnosis for a mental illness (excluding adjustment disorders and substance abuse diagnosis without a co-occurring mental illness) or specific Axis II diagnoses.
- Two prior local bookings since 1993 and current charge is initially booked as a felony.

COUNTY PAROLE BOARD

ATTACHMENT 4

**ALTERNATE PROGRAMS DIVISION
FISCAL YEAR 1999-2000 SALARIES AND OVERTIME**

FY99-00	Actual	Warrant Service	SWAP	Administration	Training	County Parole	Home Detention	Totals	Other
		45%	20%	10%	15%	5%	5%		
Salaries	1,265,110	685,110	300,000	150,000		65,000	65,000	1,265,110	
Premiums	49,442	26,775	11,724	5,862	-	2,540	2,540	49,442	0.039061
Overtime	140,207	63,093	28,041	14,021	21,031	7,010	7,010	140,207	
Holiday Pay	2,433	2,433						2,433	
Fringe Benefits	294,857	157,306	68,750	34,375	4,256	15,085	15,085	294,857	0.202346
Parole Comm Fees	4,510					4,510		4,510	
Travel, Training,									
Memberships,									
Subscriptions	1,385			1,385				1,385	
Property Rent	107,672	43,069		32,302		16,151	16,151	107,672	
Equipment/Building									
Services/Repairs	32,619	8,155	13,048	4,893		3,262	3,262	32,619	
Materials & Supplies	41,513	10,378	16,605	8,227		4,151	4,151	41,513	
Food	1,946		1,946					1,946	
Subtotal	1,941,694	996,319	440,115	249,064	25,287	117,710	113,200	1,941,694	-
Contracts	4,213,816					2,409,000	300,000	2,709,000	1,504,816
Total	6,155,510	996,319	440,115	249,064	25,287	2,526,710	413,200	4,650,694	1,504,816
ADA						100		500	
Per Diem					\$	69.22	\$	25.48	
Allocate Warrants,									
Admin, Training	1,270,670		165,455			949,879	155,336		0.375935
Per Diem + Allocation					\$	85.25	\$		

**MAYOR'S OFFICE ON DISABILITY/MAYOR'S DISABILITY
COUNCIL**

Report of the
2000-2001 San Francisco Civil Grand Jury

MAYOR'S OFFICE ON DISABILITY/ MAYOR'S DISABILITY COUNCIL

SUMMARY

The Civil Grand Jury (CGJ) reviewed the Mayor's Office on Disability (MOD) and the Mayor's Disability Council (MDC). The concern for this review was that the City and County of San Francisco was not in compliance with the federal requirements of the Americans with Disabilities Act of 1990 (ADA). Further, coming into compliance is jeopardized by an inconsistent response by the current and previous mayoral administrations.

The main purpose of the MOD is to oversee development and implementation of the self-evaluation and transition plans that will bring San Francisco into compliance with ADA. The main purpose of the MDC is to provide a citizen forum from which recommendations are made to the Mayor to respond to the needs of the disabled. The MOD and MDC were created, in part, as a response to a lawsuit filed against the City and County of San Francisco in 1997, alleging non-compliance with ADA.

The City can be commended for creating and funding the MOD. However, the MOD and MDC have no legal or institutional authority to compel compliance, leaving San Francisco vulnerable to legal action. As of June 2001, no self-evaluation and transition plans have been completed.

The CGJ recommends that:

- A permanent Commission on the Disabled be established.
- MOD become a permanent department, accountable to the Commission.
- MOD complete and publish its self-evaluation/transition plan.
- Commissioners serve staggered terms of office.
- An adequate number of staff for the Department on the Disabled be civil servants who can accumulate institutional history.

BACKGROUND

"The Nation's proper goals regarding persons with disabilities are to assure equality of opportunity, full participation, independent living, and economic self-sufficiency for such individuals."

Americans with Disabilities Act, Section 2, Paragraph (a)(8)

MAYOR'S OFFICE ON DISABILITY/ MAYOR'S DISABILITY COUNCIL

Brief Timeline of Disability Actions

- 1984: MDC established in response to protest by the disabled community.
- 1987: Under threat of litigation, the Bureau of Building Inspection completed a survey; approximately 90% of privately owned and recently inspected buildings were not in compliance with California State Building Code's Title 24 access requirements. A proposal for a Disability Access Coordination Program was made to Department of Public Works/Bureau of Building Inspection.
- 1988: MDC replaced with a Coordinator for Disability Issues. The Bureau of Building Inspection concluded that a Disability Access Coordination Program was needed, and development began.
- 1989: A coordinator for the Disability Access Coordination Program was hired. Duties included plan inspection, site review, code interpretation, code training, and investigation of complaints.
- 1990: The Americans with Disabilities Act of 1990 was enacted. A transition plan was required to be completed by January 1992, a self-evaluation plan completed by January 1993, and physical modifications completed by January 1995. A grievance procedure was also required.
- 1992: MDC was reinstated; Coordinator for Disability Issues remained. The MDC began work on implementation of the ADA. Preparation of department transition plans began.
- 1997: A lawsuit was filed in federal court against the City and County of San Francisco alleging lack of compliance with ADA requirements.
- 1998: A newly organized MDC was established. An ADA consultant was hired to conduct self-evaluation plan for ADA compliance; previous transition plans found to be inadequate. Concept of MOD was developed.
- 1999: The lawsuit filed in 1997 was settled. As part of the settlement, \$18 million was set aside for ADA compliance, to be allocated between fiscal years 1998-2001. San Francisco will hire consultant to complete self-evaluation and transition plans. MOD was established and a director of MOD was appointed.

The Americans With Disabilities Act of 1990

The ADA was signed into law on January 26, 1990, and established the disabled as a federally protected class. The purpose of the ADA was to "provide a clear

MAYOR'S OFFICE ON DISABILITY/ MAYOR'S DISABILITY COUNCIL

and comprehensive mandate for the elimination of discrimination against individuals with disabilities" (ADA, Section 2(b)(1)). To accomplish this goal, the ADA required a series of actions be taken to eliminate discrimination in all aspects of employment, to enable access to both public services and to public accommodations and services operated by private entities, and to enable access to telecommunications. The actions required to accomplish the goal included, but are not limited to, equal access to job announcements, transportation access, and access to buildings.

The ADA transition plan was required to be completed by January 26, 1992, the self-evaluation plan was required to be completed by January 26, 1993, and physical modifications identified to be necessary in the transition plan were required to be completed by January 26, 1995.

In 1997 a lawsuit, "ADA Task Force, et. al., vs. the City and County of San Francisco, Case #C97-2438VRW (MEJ)," was filed in Federal court. This lawsuit alleged lack of compliance with the ADA. In settlement of that lawsuit, the MOD and MDC were established in their current form. Neither the MOD nor the MDC exist by legislative enactment. They were created as part of the Mayor's office and serve at his pleasure.

The MDC was vested with an advisory function and is comprised of citizens who work and/or live in the City and County of San Francisco. The mission of MDC is to receive and analyze information regarding disabilities, and make recommendations to the mayor and departments on disability matters.

The mission of the MOD is to provide accessibility to programs, activities, benefits, services, and facilities of the City and County of San Francisco by people with disabilities, including residents and visitors. One of its first goals was to develop a transition plan to bring San Francisco into ADA compliance.

The Current MOD and MDC

The CGJ reviewed the minutes of the MDC for the past year, attended or viewed broadcasts of MDC meetings, and reviewed the text of the ADA and ADA-related material. We also conducted interviews with representatives of the MOD and MDC, members of the disabled community, and employees of other city departments who bring an awareness of ADA to their work.

The MOD currently employs an executive director, a deputy director, an assistant director, a complaint investigator and two to three support staff. The directors and complaints investigator are special assistants, the others are civil servants.

In May 1999, to meet the compliance requirements of the ADA, the City engaged a contractor to review programmatic, employment and architectural aspects for

MAYOR'S OFFICE ON DISABILITY/ MAYOR'S DISABILITY COUNCIL

ADA compliance and develop transition and self-evaluation plans. This contract was to be completed by October 31, 2000. However, this contract was reassigned to another contractor in Fall 2000. As of June 2001, the self-evaluation and transition plans are not completed. MOD management acknowledge that the plans are not yet complete, but note that substantial work has gone into developing these plans (including focus groups and interviews) and they are much better than previous City efforts. MOD management observe that San Francisco is not atypical in its lack of full compliance with ADA requirements; many other cities are in similar stages of compliance.

City departments show signs of ADA compliance. For example, the Community Development Block Grant Program allocated \$400,000.00 in both 1999 and 2000 to the Disability Access Upgrade Pool (city-wide). In 2000, a total of \$251,000.00 was awarded to the San Francisco Housing Authority for accessibility retrofit. New Recreation and Parks facilities receive review for ADA compliance prior to construction.

A detailed budget of the MOD is not available. A portion of the MOD budget is assigned to the Department of Public Works to reconfigure sidewalk intersections to be wheelchair accessible. This was to be completed in 2001. While much work has been done, the minutes of the MDC indicate that completion is now scheduled for 2008. However, its completion is not under the jurisdiction of the MOD.

The ADA requires that a public entity with 50 or more employees develop a grievance procedure and designate an individual to oversee compliance. No formal policy apparently has been put forth regarding how San Francisco complies with this portion of ADA. In most senses, MOD and its director can be considered to be the "individual" that oversees compliance. However, the Department of Human Resources also handles employment-related disability issues. Further, many departments, such as the Police Department or Public Library, have ADA coordinators who resolve disability issues specific to their department.

A random check of the department ADA coordinators roster provided by the MOD to the CGJ revealed the names of individuals who no longer worked for the City, and individuals who did not know they were designated as the department ADA coordinator for their particular department. Interviews with several active coordinators indicate that an up-to-date roster, posted on the City website, would be beneficial, both for departmental coordinators and for the public. Departmental coordinators would also appreciate more training, and note that a list of expectations for those identified as departmental ADA coordinators would be helpful. These coordinators note that MOD works well as a resolution center for multi-department problems. MOD management notes that MOD is in the process of developing training to be given to ADA coordinators. MOD management agrees that the roster is not up-to-date, but notes that it is hard to

MAYOR'S OFFICE ON DISABILITY/ MAYOR'S DISABILITY COUNCIL

keep track of personnel in small departments with high turnover, and also notes that some departments have multiple ADA contacts.

In addition, the MOD receives complaints regarding disability issues from the citizens of San Francisco. MOD management notes they currently receive 40 to 50 complaints per month. Most of these "complaints" are either requests for services or questions regarding affordable, ADA-accessible housing. An issue formally can be a complaint only if a person meeting appropriate criteria is denied service. During our interviews we learned that not all complaints are recorded. A log of complaints and their resolution is, therefore, incomplete. MOD management notes that the current grievance procedure is inadequate and is in the process of developing a new, more complete procedure, which will denote MOD as the "ADA Coordinator" (intended in ADA requirements to be the central receiver of complaints). MOD management expects that the new procedure, once approved, will make MOD authority over proposed disability actions at other City departments more than hortatory. MOD management state that they also intend to upgrade the database.

Established in October 1998, the MDC provides a better vehicle for public input (emphasis that of the CGJ). The MDC meets monthly, and these meetings set the standard for public accessibility with a fully accessible site. MDC and MOD have championed the use of captioning for televised City board and commission meetings.

The MDC has no oversight of the MOD and does not have any jurisdiction to enforce ADA compliance. The MDC was created to provide an advisory function to the mayor. It is staffed by the MOD. The MDC's functioning remains unclear. For example, it was difficult for the CGJ to gain a clear understanding of the terms of office for each member, how each member of the MDC was chosen, what orientation members receive, and how public input forms their advisory function.

FINDINGS

1. No self-evaluation and transition plans are completed and in place for ADA compliance.
2. Because it serves an advisory function, the MOD has no legislative authority to enforce ADA compliance. While its mission is clear, its jurisdiction is limited. There is no controlling body to oversee enforcement of ADA compliance.
3. A majority of the MOD staff are special assistants. Because special assistants serve at the pleasure of the mayor, there is no guarantee that they will continue beyond the current administration.

MAYOR'S OFFICE ON DISABILITY/ MAYOR'S DISABILITY COUNCIL

4. The MDC has no oversight of the MOD and its staff. Therefore, the MDC is restricted to a forum of public comment and resource referral.
5. Without a centralized mechanism through which ADA compliance is monitored, San Francisco remains vulnerable to further legal action.
6. The ADA coordinators roster for city departments is incomplete. Departmental ADA coordinators would appreciate more training and a list of expectations.
7. The MOD complaint log is incomplete.
8. The current MOD complaint procedure is inadequate.

RECOMMENDATIONS

1. The CGJ recommends that the MOD complete and publish the self-evaluation and transition plans.

Required Response

Mayor's Office on Disability – 60 Days

2. The CGJ recommends that a permanent Commission on the Disabled be established with the authority to oversee full and complete compliance with the ADA and to attend to the continuing maintenance and improvement of such compliance to meet the needs of the disabled.

Required Response

Mayor – 60 Days

Board of Supervisors – 90 Days

3. The CGJ recommends that the Mayor's Office on Disability be converted to a permanent department and be accountable to the Commission.

Required Response

Mayor – 60 Days

Board of Supervisors – 90 Days

MAYOR'S OFFICE ON DISABILITY/ MAYOR'S DISABILITY COUNCIL

4. The CGJ recommends that the Commissioners serve staggered terms of office.

Required Response

Mayor – 60 Days

Board of Supervisors – 90 Days

5. The CGJ recommends that a method be developed to ensure departmental history across mayoral administrations.

Required Response

Mayor – 60 Days

Board of Supervisors – 90 Days

Mayor's Office on Disability – 60 Days

6. The CGJ recommends that a complete roster of ADA representatives in city departments be developed and published on the MOD website.

Required Response

Mayor's Office on Disability – 60 Days

7. The CGJ recommends that training and a list of expectations for ADA department coordinators be provided.

Required Response

Mayor's Office on Disability – 60 Days

8. The CGJ recommends that a complete complaint log be maintained.

Required Response

Mayor's Office on Disability – 60 Days

9. The CGJ recommends that a new MOD complaint procedure be finalized.

Required Response

Mayor's Office on Disability – 60 Days

DEPARTMENT OF ELECTIONS

SUMMARY

The Department of Elections (DOE) introduced new election technology in the November 2000 general election. The Civil Grand Jury (CGJ) found that this technology appeared to work adequately. We found DOE employees conscientious, knowledgeable and willing to help.

The CGJ conducted interviews, reviewed previous reports regarding DOE, and observed the November 2000 election, December 2000 runoff election, Supervisorial District 7 recount, several meetings of the Citizen's Advisory Committee on Elections, and a hearing at the Board of Supervisors. We also reviewed the DOE election problem database and tabulated these results.

The CGJ recommends that:

- DOE prepare written guidelines regarding election observation and handling of electioneering.
- DOE review provisions to ensure ballot privacy.
- DOE update pollworker and staff training.
- DOE update voter instructions.
- DPH recommit to monthly transmittal to DOE of voter roll updates.
- The Board of Supervisors review options to handle unscheduled and potentially costly runoff elections.
- DOE update and use the election problem database to analyze statistics.
A pollworker pre-election checklist could preclude many problems identified in the election problem database.
- DOE printed materials have version dates.

BACKGROUND

The CGJ investigated the operations of the Department of Elections (DOE). This investigation was begun, in part, due to DOE intentions to use new technology (the Eagle™ optical scanning system) for the November 2000 election instead of punch cards. Also, the district election system, enacted by San Francisco voters in November 1996 (to elect supervisors by geographical region rather than at large by all City voters), was implemented in the November 2000 election.

DEPARTMENT OF ELECTIONS

Our review encompassed the November 2000 election, the December 2000 runoff election, and the Supervisorial District 7 recount. In addition, we attended several meetings of the Citizens Advisory Committee on Elections (CACE) and met several times with DOE management. We also attended several Board of Supervisors hearings regarding the proposed DOE reorganization and allegations regarding the November 2000 election.

We reviewed several previous investigations of DOE: the 1997-1998 Civil Grand Jury report; the CACE Special Report on DOE (sent by DOE to Supervisor Teng June 16, 2000); and the California Secretary of State Report (released January 26, 1998) regarding allegations of fraud in the San Francisco election of June 3, 1997. Additionally, the CGJ received input from citizens in the form of one complaint to the CGJ regarding the election of November 7, 2000, and several reports from the San Francisco Fair Vote Committee.

INVESTIGATION

This section is presented chronologically, by CGJ activity.

Presentation to CGJ prior to November 2000 Election

DOE management and staff gave a presentation to the CGJ prior to the November 2000 election. DOE appeared to have a good plan in place to educate the public regarding the new Eagle optical scanning equipment. DOE brought along an Eagle unit to the courthouse for demonstration. The Eagle system appeared to be very easy to use and have satisfactory backup systems to ensure adequate voting protocols, if used properly. The CGJ made suggestions to the proposed ballot template regarding highlighting of admonitions to vote for only one candidate, which DOE management stated they would take under advisement (and which DOE subsequently implemented for the November 2000 election).

November 2000 Election

We contacted DOE several weeks prior to the November 2000 election to notify DOE that the CGJ would like to observe vote counting activities at City Hall. DOE stated that accommodations would be made to enable CGJ review.

However, the evening of November 7, it was not clear what planning, if any, had been made to accommodate CGJ review. The CGJ members were issued badges, which clearly identified them as observers from the CGJ, then were asked to wait in the North Light Court where someone from DOE staff would meet them. The CGJ waited approximately one hour, during which we asked DOE staff several times when we would be able to proceed to the vote counting

DEPARTMENT OF ELECTIONS

areas. After waiting one hour without accommodation, we proceeded to DOE offices in the City Hall basement. DOE staff were kind enough to put out chairs behind a rope, from which we were informed we could sit and observe vote counting activities. The CGJ observers noted that, from the specified location, very little of actual DOE activities could be observed and monitored. DOE staff informed the CGJ that this was the type of observation opportunity given to members of the public and was essentially the only option available.

The CGJ asked to talk with DOE management. Instead, a member of Administrative Services management came to talk with the CGJ. After some discussion, several CGJ members were given walk-through tours of vote count areas; however, the CGJ was not permitted to stay in any of the areas for long-term observation. When the CGJ attempted to view Eagle memory pack upload activities, we were asked to remain behind a rope at least 25 feet from the upload station, and were escorted two at a time over to the station for a short look at these activities. Essentially, the CGJ was given little opportunity to observe canvassing activities over any significant amount of time.

It is understandable that DOE management and staff's first priority is to make sure that an election complicated by district elections, important initiatives, and new voting technology, goes well. However, it is equally necessary that the public have confidence in the integrity of the vote counting process, especially with elections involving these same factors. Accommodation of qualified observers is fundamental to ensuring transparency of the vote counting process.

The CACE Special Report on DOE discusses the issue of DOE policy changes that impeded the efforts of several observers to monitor vote counts. The CACE Report section "Transparency of Canvassing" observes that DOE "...has not developed written standard operating procedures...to provide adequate monitoring of the vote counting process while preserving the integrity of the process and minimizing interference with the canvassing duties of the Department. In recent elections, since the return of the Department to City Hall, observers' movements have been restricted (due, in part, to the layout of the basement of City Hall)."

The California Elections Code, Sections 335.5, 353.3, 15104, 15204, and 15360 state that the canvass is to be a public process (texts provided in Attachment 1). Section 15104 particularly notes that:

"...any member of the county grand jury...shall be permitted to observe and challenge the manner in which absentee ballots are handled, from the processing of absentee ballot return envelopes through the counting and disposition of the ballots."

DEPARTMENT OF ELECTIONS

Section 15104 further notes that:

“...observers shall be allowed sufficiently close access to enable them to observe and challenge whether those individuals handling absentee ballots are following established procedures, including all of the following: (1) Verifying signatures and addresses by comparing them to voter registration information. (2) Duplicating accurately any damaged or defective ballots. (3) Securing absentee ballots to prevent any tampering with them before they are counted on election day....”.

While it is not clear if absentee ballots were being counted as part of the canvass process the evening of November 7 (it is possible they were counted in the following several days), it remains clear that there is a need for written policies regarding vote count monitoring. Our investigation has identified several other California counties that do have such written policies in place.

Subsequent to November 7, the CGJ discussed with DOE management the lack of written policies regarding accommodation of groups wishing to observe and monitor vote counting processes such as campaign representatives, media, official government observers (Secretary of State representatives or the CGJ), representatives of public interest groups, and the general public. DOE management agreed that written guidelines for both DOE staff and for such observers was needed and should be prepared. DOE management stated that it appeared to make sense to take a several tier approach to level of observation, with official groups being given more latitude in observation activities.

Election Statistics

DOE maintains a database that documents election process problems and their resolutions. The problems are also documented on hard copy by way of a Problem and Incident Reporting (PAIR) form (see Attachment 2). The PAIR form specifies code numbers to be used for specific problem types (e.g., Code 21 is used when someone calls to note a problem with a locked polling place), and these code numbers are used in the database. The CGJ asked if any group had ever analyzed these data to see what trends, if any, could be determined. DOE did not know of anyone who had ever done this. The CGJ determined that analysis of the data could possible identify areas where attention could profitably be directed for improvement.

The CGJ requested a copy of the election problem database for the November election (and the December runoff election), then tallied the problems by type. The data are not perfect. The database contained many duplicate entries and some problems had been mislabeled with one code type when another code clearly was more proper. For example, for the November election, Code 27 (which is not defined on the PAIR) was used as a “grab bag” for a variety of

DEPARTMENT OF ELECTIONS

problems, all of which could be placed into already defined categories. In order to prepare and review statistics from the printouts, duplicate entries were deleted and recategorization was performed as necessary.

The results are presented in Attachment 3, Table 1.

Some observations from the data include:

- The "Pollworker Manual – Election 2000," pp. v–viii, has a detailed checklist for closing the polls. However, there does not appear to be a pre-election checklist for use by precinct inspectors. If a detailed pre-election checklist were used by the inspector to verify materials, it might prevent many of the problems identified on the database.
- The December election was presumably easier than the November election due to fewer items on the ballot and fewer overall voters going to the ballot box, yet the number of pollworker problems was significantly higher.
- The number of polling places that were locked was consistent across the two elections (21 in November, 20 in December). San Francisco has 647 voting precincts; therefore, the data suggest that there may be a consistent 3% of polling places that are locked on Election Day. This issue should be strongly considered for review and resolution by DOE.
- Overall, there appears to be a definite learning curve regarding the Eagle optical scanning system. The December election had slightly fewer than one-third of the problems experienced during the November election. (Note: November election personnel specified individual Eagle problems with sub-codes in some cases, but for the December election all Eagle problems were lumped into one category.)
- The CGJ was interested to note that there were 64 calls regarding electioneering problems in the November election, and 31 calls for the December election. It is worth noting that the 1998 Secretary of State Report also notes electioneering to be a problem, and suggests that DOE obtain the name and description of potential electioneering violators when visiting precincts in order to assist law enforcement in any follow-up investigations. As noted by the Secretary of State, no acts of electioneering are acceptable. However, the Secretary needs definitive evidence identifying violators before he can pursue charges. Currently, DOE only records the name of the campaign associated with electioneering.

DEPARTMENT OF ELECTIONS

Citizen Complaint

Following the November 2000 election, the CGJ received a citizen complaint which voiced concern that voting booths had not yet been set up at their polling station when they came to vote at approximately 8 a.m. As a consequence, the complainant and others at the polling station were required to vote out in the open while standing or while sitting on couches or chairs, without privacy. The complainant also notes that their marked ballots were visible to pollworkers taking the ballots.

As an additional comment regarding the secrecy of voting, one member of this CGJ had the experience of a pollworker at their polling station ask for their ballots as they came to the Eagle unit. The pollworker then tore off the voting stubs and gave one ballot at a time (the November election had a total of three ballot sheets) to the CGJ member to feed into the Eagle unit. We note that a February 2001 Report and Recommendations from the Maryland Secretary of State Special Committee on Voting Systems and Election Procedures states that voters in jurisdictions using optical scan voting systems often complain that pollworkers can view their ballot as it is inserted into the unit, and that this voter concern should be emphasized during pollworker training.

Ballots used in the optical scanning process are much larger than the cards previously used in the punch system. Unlike the punch system, in which it was difficult to ascertain what had been voted, the optical scanner ballots are quite easily readable if privacy of the voting booth and use of secrecy envelopes are not maintained. Further, The California State Constitution, Article 2, Section 7, states, "Voting shall be secret." Maintenance of ballot secrecy is a fundamental cornerstone of voting rights.

The issues of polling place equipment and pollworker training are addressed further in the "Findings and Recommendations" section below.

December 2000 Runoff Election

Several members of the CGJ observed the December 2000 supervisorial runoff election activities. Several CGJ members observed activities at City Hall, and several members observed activities at Taraval Station. Taraval Station was a collection point for ballots and memory packs, as well as an uplink site for reading of memory packs.

During the counting process for the runoff, members of the CGJ were allowed much greater latitude in observing election and vote counting processes at City Hall. This may be due to a combination of our discussions with DOE and Administrative Services management in November, and DOE staff not having as many demands on their time due to better familiarity with the Eagle system

DEPARTMENT OF ELECTIONS

processes and the lesser volume of ballots voted. No significant findings were observed at City Hall. As noted in "Election Statistics" above, data from this election are presented in Attachment 3, Table 1.

Several observations were made at Taraval Station. As a follow-up to ballot secrecy issues from the November 2000 election, the CGJ members asked several pollworkers if they had observed any ballot secrecy issues with the new ballots. The pollworkers agreed that ballot secrecy was a problem, both with respect to the large ballots that had the potential to be easily read and the secrecy envelopes, which did not always ensure privacy.

The CGJ also stayed to observe closing of the polling station, receipt of ballots and memory packs from other polling stations, and uplink processes from the Taraval station to City Hall. The CGJ was impressed by how quickly the ballots and memory packs were delivered to Taraval Station. We observed that personnel performing the uplink process initially had problems fitting the memory packs into the slot for reading. After declaring several packs to be "fried", they discovered that the tolerances for fitting the packs into the reading slot were fine, and that they just had to take a little more time to put the packs more deeply into the slot and more firmly on the pin connections.

Both of these issues will be discussed below in the "Findings and Recommendations" section.

Lastly, it appears that San Francisco will face the certainty of runoff elections in future supervisorial elections. Such runoff elections can be expensive. San Francisco should give consideration to methods to reduce such costs, such as the "instant runoff" method used recently in elections in England.

Supervisorial District 7 Recount

In the certified runoff vote count from December 2000, incumbent Mabel Teng lost to challenger Tony Hall by 39 votes out of 18,627 votes cast. By letter dated January 4, 2001, the San Francisco Neighbors Association requested that DOE perform a recount. The recount officially began Friday, January 12, 2001. DOE released the final recount tally on January 31, 2001, showing a net gain of one vote for Teng.

The CGJ observed some portion of almost every day of the recount process. We were accorded the same observer status given to observers from the California Secretary of State and CACE. The representative from the Secretary of State's office attended much of the first several days of the recount process. There appeared to be at least one person present from the A. Phillip Randolph Institute (a public group) for virtually all of the recount process. We note that there

DEPARTMENT OF ELECTIONS

appeared to be much less monitoring on the part of CACE in comparison to these other groups and the CGJ.

The recount process was well organized and, for the most part, proceeded smoothly. DOE staff were quick to answer questions and resolve issues as necessary for both campaigns as well as for observers. For example, changes to the process were made as necessary during the recount. At the request of the campaign representatives, changes were made to the way in which DOE staff held up each ballot for examination. Also, originally only one representative for each campaign had been issued a "challenge" card to hold up when challenging a ballot; at the request of the campaigns, "challenge" signs were also given to the second official observer for each campaign.

The recount process showed that the Eagle optical scanning system is very accurate. The manufacturer states a 99% accuracy, but the recount results indicate much better accuracy than that.

The recount process was also beneficial in that it also brought forth several other issues that require resolution by DOE. We have summarized the issues in Attachment 3, Table 2.

Board of Supervisors Hearing, May 31, 2001

Close to the end of this Grand Jury's term of service, DOE Acting Director Dr. Phillip Paris sent a letter dated May 17, 2001, to City Attorney Louise Renne in which several allegations were made regarding DOE.

The allegations were:

- Signing of fraudulent time sheets.
- Unauthorized commitment of fund expenditures in excess of \$1.6 million.
- Improper certification of the November 2000 election results.
- Inability to account for approximately 3,600 ballots from the November 2000 election.

The CGJ attended a Board of Supervisors committee hearing on May 31, 2001, at which the issue of the vote discrepancy was discussed. The Supervisors noted that further hearings would be held to obtain information as necessary about the votes and the other allegations. The following discussion summarizes testimony presented at the hearing.

The vote discrepancy arises from a mismatch between what is termed the "voter/voted" number and total number of ballots cast. The voter/voted number is developed by reviewing precinct rosters, documenting the number of persons signed in to vote at each precinct, then adding up the various precinct data. The

DEPARTMENT OF ELECTIONS

final voter/voted tally is apparently not used in any official manner; however, the roster data are used to update DOE files that document individual voting histories. The total number of ballots cast is acquired from the Eagle data and is published in the final DOE Statement of Vote.

In January 2001, a citizen requested the voter/voted and ballots cast numbers from DOE, compared them, and identified a mismatch of 9,007 votes (324,031 ballots cast, and 315,024 voters as derived from roster data). This discrepancy was brought to the attention of DOE management, who asked DOE staff to investigate. In simple terms, it appeared that there were 9,007 more ballots cast than persons who voted.

The number of ballots cast, as determined by the Eagle system, has a high degree of reliability, as demonstrated during the recount process. In contrast, DOE staff investigation determined that there were several problems related to the voter/voted data obtained from the rosters. The method by which roster data are obtained is as follows. After the election, the rosters are brought back to DOE offices. There is a bar code next to each name on the roster, and for each roster signature the appropriate bar code is scanned by a hand-held device ("wand"), which is then downloaded to a larger machine. Temporary workers are used to perform this scanning process. There are apparently a number of things that can possibly go wrong during this process, including:

- Failure of voter to sign roster, or failure of pollworker to have voter sign roster.
- Failure of voter to sign in manner that clearly documents intent to vote (e.g., some voters apparently use an "x" or just a simple line), thus making it difficult for DOE staff to later determine if the mark is random or if the voter actually voted.
- Loss of a roster (during the hearing, DOE staff noted that two rosters from the November election may have been lost and, therefore, not scanned).
- A voter signs the roster, but leaves before actually voting.
- Rosters placed in the wrong bin at DOE offices (and thus assumed to have already been scanned).
- Failure of temporary workers to appropriately scan rosters, perhaps due to inattention or fatigue.
- Failure to appropriately download roster from hand-held device.
- Data for provisional voters, who by definition cannot sign the precinct roster, must be input by hand (with the attendant possibility of human error).

A DOE staffperson investigated and resolved several of these issues and reduced the voter/voted tally and Statement of Vote difference to 3,496 ballots. (This apparently is the source of the number used in Dr. Paris' letter, though mis-stated there as "approximately 3,600 ballots"). The staffperson also noted that some precincts showed more voters than ballots, and some less voters than

DEPARTMENT OF ELECTIONS

ballots. If one takes the absolute value of these differences, rather than sums the positive and negative differences, the overall discrepancy is on the order of 8,700 ballots. These results were discussed with DOE management in early February. Apparently, DOE management did not request this staffperson to perform any further analysis for this issue following the early February discussion.

Testimony was presented at the hearing that other California counties apparently have the same general problem with the voter/voted numbers not matching the Statement of Vote. However, even though there are many reasons to cause the voter/voted tally to be inaccurate, it should also be noted that the 3496 vote discrepancy is greater than 1% of the total number of votes identified in the Statement of Vote ($3494 / 324,031 = \text{approximately } 1.1\%$). Though the voter/voted totals are not used in an official capacity, given the past allegations of vote problems for DOE and given the several close candidate and initiative races in the November 2000 election, the somewhat large discrepancy could give rise to suspicions that indeed more votes were cast than there were people voting.

Following the issuance of Dr. Paris' letter, the Secretary of State's Office has initiated an investigation into the voter/voted and ballots counted number mismatch, and the California Attorney General's Office has initiated an investigation into the alleged financial malfeasance issue. The Chief Administrator has also contracted with a retired judge to perform an independent evaluation. These investigations are expected to conclude following the end of this CGJ's term of office.

Follow-up to Issues from Previous Audits

The 1997-1998 CGJ Report, the 1998 Secretary of State, CACE, and Fair Vote Reports all mention failure to update voter rolls as a potential issue. In response to the 1997-1998 CGJ Report, the Department of Public Health (DPH), Bureau of Records and Statistics, had committed to send DOE a diskette on a monthly basis with which to update the voter roll database.

Discussion with DPH staff the first week of June 2001 indicated that, until December 2000, information had been sent monthly to DOE. However, personnel changes at DPH evidently prevented any transmission of data after that time. Discussion with DOE staff in the same time frame confirm that finding. A follow-up discussion several days later with DOE staff indicate that a quite large transmittal of information had been received from DPH. We contacted DPH, who confirmed the transmittal of information; however, the transmittal contained only all deaths in 2000, which was sent to ensure that DOE had all the pertinent 2000 data. Due to staffing constraints, DPH staff have not yet had time to input any 2001 death certificate information into the database; therefore, no data regarding any 2001 deaths have yet been sent to DOE. DPH states that

DEPARTMENT OF ELECTIONS

they expect to be able to begin inputting the 2001 data into the database sometime in July 2001.

DOE staff also receive database update information from the California Secretary of State, the California Department of Motor Vehicles, the United States District Court (felony listings), and other Registrars. DOE staff state that, since January 2000, they have updated the DOE database six times to incorporate the information received from these sources.

FINDINGS

Our findings are listed below, with notations where a similar concern has been identified elsewhere. Recommendations follow in the next section.

1. DOE does not have adequate guidelines in place regarding how groups are permitted to observe vote counting processes, nor which types of groups have what levels of access.
 - Identified by CGJ during November 2000 election
 - Also a concern noted in the June 2000 CACE Report
2. DOE needs to review secrecy envelope provisions to ensure ballot privacy for the larger Eagle system ballots.
 - Identified by CGJ during November 2000 election
 - Citizen complaint, November 2000 election
 - Identified by CGJ during December 2000 runoff
 - Also a concern noted in the 1998 Secretary of State Report
3. DPH is not meeting its commitment to send monthly voter roll updates to DOE.
 - Identified by this CGJ (as follow-up item)
 - Also a concern noted in the 1997-1998 CGJ Report
 - Also a concern noted in the June 2000 CACE Report
 - Also a concern noted in the 1998 Secretary of State Report
 - Also a concern noted in the Fair Vote Report
4. Currently, DOE only records the name of the campaign associated with electioneering. However, in order to pursue any cases of electioneering, the Secretary of State must have definitive evidence identifying violators.
 - Identified by this CGJ in analysis of election database statistics section
 - Also a concern noted in the 1998 Secretary of State Report

DEPARTMENT OF ELECTIONS

5. Pollworker training needs to be updated
 - Pollworker training did not prevent potential ballot secrecy issues
 - Supervisorial District 7 Recount indicated problem with incorrectly processed provisional ballots by pollworkers
 - Possible problem with voters signing rosters noted in Board of Supervisors hearing
 - Potential loss of rosters noted in Board of Supervisors hearing
 - Pre-election checklist could avoid many problems in the election database (pollworker manual has detailed post-election checklist, but pre-election material is spread across several paragraphs).
6. The Board of Supervisors should move forward with legislation to remedy potentially costly runoff elections.
 - Observation from December 2000 runoff election
7. DOE staff training needs to be updated
 - Identified by CGJ during December 2000 runoff
 - Supervisorial District 7 Recount, see Attachment 3, Table 2
 - Board of Supervisors Hearing, wandong and roster handling
 - Also a concern noted in the June 2000 CACE Report
 - Potential loss of rosters noted in Board of Supervisors hearing
8. DOE election database statistics appear to be potentially useful data by which to identify further areas for review for possible improvement
 - Database apparently does not allow for automatic summation of data
 - DOE staff sometimes make duplicate or inaccurate data entries
9. Voter instructions appear to be inadequate
 - Supervisorial District 7 Recount, see Attachment 3, Table 2
 - Board of Supervisors Hearing, roster signing
10. Some DOE printed materials do not have revision dates on them (for instance, the PAIR form).
 - CGJ finding
 - Also a concern noted in the Fair Vote Report

DEPARTMENT OF ELECTIONS

RECOMMENDATIONS

1. The CGJ recommends that DOE prepare written departmental guidelines regarding how groups are permitted to observe vote counting processes, and which types of groups have what levels of access.

Required Response

Department of Elections – 60 Days

2. The CGJ recommends that DOE review secrecy envelope provisions to ensure ballot privacy for the Eagle system ballots.

Required Response

Department of Elections – 60 Days

3. The CGJ recommends that DPH recommit to monthly transmittal to DOE of voter roll updates. The CGJ acknowledges that budget restrictions may impact the ability to meet this previous commitment. However, maintenance of the voter rolls is an important function. Therefore, we encourage DPH and DOE to work together towards a solution. Possible methods for resolution of this recommendation might include:

- DPH and DOE jointly hiring a temporary or full-time information specialist, who would be responsible for database update and maintenance in both departments:
- DPH hiring temporary workers to handle data update
- DOE staff review daily obituary notices to flag names in the voter rolls, until such time as the next data transmittal from DPH is received.

Required Response

Department of Public Health – 60 Days

Department of Elections – 60 Days

4. The CGJ recommends that DOE initiate an electioneering policy or procedure by which both the names of persons and the campaigns are recorded such that there is definitive evidence identifying violators.

Required Response

Department of Elections – 60 Days

DEPARTMENT OF ELECTIONS

5. The CGJ recommends that pollworker training needs to be updated regarding the following issues identified in this report:

- potential ballot secrecy issues
- incorrectly processed provisional ballots by pollworkers
- proper methods for voters to sign rosters
- traceable control of election materials, including rosters
- pre-election checklist

Required Response

Department of Elections – 60 Days

6. The CGJ recommends that the Board of Supervisors move forward with legislation to remedy potentially costly runoff elections.

Required Response

Board of Supervisors – 90 Days

Department of Elections – 60 Days

7. The CGJ recommends that DOE staff training be updated regarding the following issues identified in this report:

- Guidelines for preparation of duplicate ballots
- Handling of ballots
- Wandering of rosters
- Positive traceability of election materials, including rosters
- Handling of Eagle memory packs during upload process

Required Response

Department of Elections – 60 Days

8. The CGJ recommends that DOE continue to use the election problem database, and analyze statistics. Personnel updating the database should be given guidance as to avoiding duplicate or inaccurate information. The PAIR codes should be reviewed and updated (e.g., Eagle codes used during elections do not appear on current PAIR form). Items currently logged as “other” under each major subcategory should be reviewed to see if new categories are advisable.

DEPARTMENT OF ELECTIONS

Required Response

Department of Elections – 60 Days

9. The CGJ recommends that voter instructions be reviewed for possible update regarding the following issues identified in this report:
- More warnings regarding the consequences of overvoting.
 - Actions to avoid when filling out absentee ballots (do not sign, cut in half, etc.).
 - Reminder to have current signature on file at DOE, or absentee ballot could possibly be rejected for signature mismatch.
 - How to properly sign precinct roster.

Required Response

Department of Elections – 60 Days

10. The CGJ recommends that DOE printed materials have revision dates on them (for instance, the PAIR form).

Required Response

Department of Elections – 60 Days

DEPARTMENT OF ELECTIONS

ATTACHMENT 1

APPLICABLE SECTIONS OF THE CALIFORNIA ELECTIONS CODE

335.5 The "official canvass" is the public process of processing and tallying all ballots received in an election, including, but not limited to, provisional ballots and absentee ballots not included in the semifinal official canvass. The official canvass also includes the process of reconciling ballots, attempting to prohibit duplicate voting by absentee and provisional voters, and performance of the manual tally of 1 percent of all precincts.

353.5 The "semifinal official canvass" is the public process of collecting, processing, and tallying ballots and, for state or statewide elections, reporting results to the Secretary of State on election night. The semifinal official canvass may include some or all of the absentee and provisional vote totals.

15104. (a) The processing of absentee ballot return envelopes, and the processing and counting of absentee ballots shall be open to the public, both prior to and after the election. (b) Any member of the county grand jury, and at least one member each of the Republican county central committee, the Democratic county central committee, and of any other party with a candidate on the ballot, and any other interested organization, shall be permitted to observe and challenge the manner in which the absentee ballots are handled, from the processing of absentee ballot return envelopes through the counting and disposition of the ballots. (c) The elections official shall notify absentee voter observers and the public at least 48 hours in advance of the dates, times, and places where absentee ballots will be processed and counted. (d) Absentee voter observers shall be allowed sufficiently close access to enable them to observe and challenge whether those individuals handling absentee ballots are following established procedures, including all of the following: (1) Verifying signatures and addresses by comparing them to voter registration information. (2) Duplicating accurately any damaged or defective ballots. (3) Securing absentee ballots to prevent any tampering with them before they are counted on election day. (e) No absentee voter observer shall interfere with the orderly processing of absentee ballot return envelopes or processing and counting of absentee ballots, including touching or handling of the ballots.

15204. All proceedings at the central counting place, or counting places, if applicable, shall be open to the view of the public but no person, except one employed and designated for the purpose by the elections official or his or her authorized deputy, shall touch any ballot container. Access to the area where

DEPARTMENT OF ELECTIONS

electronic data processing equipment is being operated may be restricted to those persons authorized by the elections official.

15302. The official canvass shall include, but not be limited to, the following tasks: (a) An inspection of all materials and supplies returned by poll workers. (b) A reconciliation of the number of signatures on the roster with the number of ballots recorded on the ballot statement. (c) In the event of a discrepancy in the reconciliation required by subdivision (b), the number of ballots received from each polling place shall be reconciled with the number of ballots cast, as indicated on the ballot statement. (d) A reconciliation of the number of ballots counted, spoiled, canceled, or invalidated due to identifying marks, overvotes, or as otherwise provided by statute, with the number of votes recorded, including absentee and provisional ballots, by the vote counting system. (e) Processing and counting any valid absentee and provisional ballots not included in the semifinal official canvass. (f) Counting any valid write-in votes. (g) Reproducing any damaged ballots, if necessary. (h) Reporting final results to the governing board and the Secretary of State, as required.

15360. During the official canvass of every election in which a voting system is used, the official conducting the election shall conduct a public manual tally of the ballots tabulated by those devices cast in 1 percent of the precincts chosen at random by the elections official. If 1 percent of the precincts should be less than one whole precinct, the tally shall be conducted in one precinct chosen at random by the elections official. In addition to the 1 percent count, the elections official shall, for each race not included in the initial group of precincts, count one additional precinct. The manual tally shall apply only to the race not previously counted. Additional precincts for the manual tally may be selected at the discretion of the elections official.

DEPARTMENT OF ELECTIONS

ATTACHMENT 2

**DEPARTMENT OF ELECTIONS
PROBLEM AND INCIDENT REPORTING (PAIR) FORM**

San Francisco Department of Elections

Problem And Incident Reporting (PAIR) Form

00927

PLEASE PRINT CLEARLY, COMPLETE ALL FIELDS

Precinct #: _____ Address / Location: _____

Your name: _____ Time of call: _____ : _____ AM/PM

Name of caller: _____ ☐ Inspector ☐ Clerk ☐ FED ☐ Voter

Call back phone: _____ ☐ Tech Support ☐ Campaign _____

Problem Type _____ Time of problem: _____ : _____ AM/PM

Pollworker	Polling Place/Equipment	Supplies	Electioneering/Other
☐ Need Inspector (11) ☐ Need Clerks (12) # of Clerks present (do NOT count inspector): _____ Can FED shuffle clerks from other precincts? ☐ YES ☐ NO ☐ Don't know	☐ Polling Place locked (21) ☐ Can't locate booths/equipment (22) ☐ Port-a-Potty issue (23) ☐ Electricity off (24) ☐ Other _____ (25)	☐ No Ballots (31) ☐ Wrong Ballot-type (32) ☐ Running out of ballots (33) # remaining? _____ ☐ No Roster (34) ☐ No Provisional Envelopes (35) ☐ No VIP (36) ☐ Stationary Supplies (37) ☐ Need PM pick-up (38) ☐ Other _____ (39)	☐ Electioneering (41) ☐ Media/Pollster interference (42) ☐ Parked Car (43) ☐ Campaign Signs (min. 100 ft from ENTRANCE DOOR of polling site). (44) Where? (cross street and location description) _____ ☐ Other _____ (45)
☐ Need Bi-lingual Pollworker (13) Language: _____ ☐ Other _____ (14)	Eagle ☐ Eagle Trouble (26) ☐ Ballot jam (26.1) ☐ Tape out/ tape won't print (26.2) ☐ Memory pack (26.3)		

Comments/Explanation: _____

Resolution _____ Started: _____ : _____ AM/PM Resolved: _____ : _____ AM/PM

Pollworker/ FED Phonebank	Eagle Helpdesk	Warehouse	Campaign Services/Other
☐ Pollworker/Translator dispatched (11) ☐ FED contacted (12) ☐ Other (13)	☐ Phone support (21) ☐ Tech support dispatched (22) ☐ Other (23)	☐ Supplies dispatched (31) ☐ FED contacted (32) ☐ Pick-up scheduled ☐ Other (33)	☐ DPT contacted (41) ☐ DPW contacted (42) ☐ FED contacted (43) ☐ Other (44)

Problem Solver: _____ Follow-up calls: _____ : _____ AM / PM; _____ : _____ AM / PM

Comments/Explanation: _____

DEPARTMENT OF ELECTIONS

ATTACHMENT 3, TABLE 1
STATISTICS DERIVED FROM ELECTION PROBLEM REPORTS

Problem Type	Problem and Incident Reporting Form Code	November 2000	December 2000
POLLWORKER			
Need Inspector	11	30	33
Need Clerks	12	68	94
Need Bi-lingual Pollworker	13	9	8
Other	14	46	61
Subtotal		153	196
POLLING PLACE/EQUIPMENT			
Polling Place Locked	21	21	20
Can't Locate Booths/Equipment	22	28	7
Port-a-Potty Issue	23	3	2
Electricity Off	24	2	3
Other	25	37	18
Subtotal		91	50
EAGLE			
Eagle Trouble	26	165	70
Ballot Jam	26.1	57	- na -
Tape Out/Tape Won't Print	26.2	4	- na -
Memory Pack	26.3	5	- na -
Memory Pack	26.4	1	- na -
Subtotal		232	70
SUPPLIES			
No Ballots	31	22	9
Wrong Ballot-type	32	4	1
Running Out of Ballots	33	29	1
No Roster	34	11	3
No Provisional Envelopes	35	10	1
No VIP (voter information pamphlet)	36	1	1
Stationary Supplies	37	14	2
Need PM Pick-up	38	77	35
Other	39	3	42
Subtotal		171	95

DEPARTMENT OF ELECTIONS

Problem Type	Problem and Incident Reporting Form Code	November 2000	December 2000
ELECTIONEERING/OTHER			
Electioneering	41	3	9
Media/Pollster Interference	42	0	1
Parked Car	43	1	0
Campaign Signs	44	24	15
Other	45	36	6
Subtotal		64	31
MEMORY PACK			
Pack Not Read	53	- na -	1
Pack at Wrong Uplink Site	54	- na -	1
"Fried" Pack	62	- na -	7
Late Pack	63	- na -	1
Subtotal		0	10

DEPARTMENT OF ELECTIONS

ATTACHMENT 3, TABLE 2
ISSUES FROM THE SUPERVISORIAL DISTRICT 7 RECOUNT

ISSUE	FINDING AND RECOMMENDATION
DOE STAFF TRAINING ISSUES	
A duplicate ballot is made whenever the Eagle unit cannot read a ballot. DOE does this for absentee ballots; the voter can rectify ballots voted on Election Day. Absentee ballot problems caused by voter include: • Ripped/torn ballots • Stains (coffee, other) • Ballots cut in half, then either left that way or stapled back together • Use of red/blue ink, or pencil • Creases/folds • Ballot signed by voter • Candidate name circled rather than arrow filled in, or hole punched in ballot to indicate preference	FINDING: It is possible that better or clearer instructions to people voting by absentee ballot could reduce the types of problems seen. RECOMMENDATION: Instructions to voter need to be reviewed for possible improvement.
One remade duplicate by DOE staff clearly should not have been made. The original ballot was an undervote (no vote for either candidate), and furthermore had been signed by the voter. DOE staff remade a duplicate and assigned the vote to Teng. A second duplicate had not been stamped "DUPLICATE" as required. On a third, the original ballot looked OK and it was not obvious why the duplicate had been made.	FINDING: There were several DOE staff errors regarding duplicate ballots. RECOMMENDATION: Instructions to DOE staff need to be reviewed for possible improvement, or prepared where none are written.
Evidently, one precinct listed one more vote for Teng in the original certification than had been found during the recount. DOE stated that they were sure the vote was good since they had documentation that DOE had received the ballot; the ballot probably was misfiled. DOE would continue to look for the misfiled ballot, and in any case would credit it toward the Teng vote total.	FINDING: A ballot was misfiled. RECOMMENDATION: Instructions to DOE staff need to be reviewed for possible improvement, or prepared if none are written.
There was substantial organization of ballots by DOE staff. During the recount, for several precincts, there were long runs of ballots for each candidate, much more than would be accounted for by statistical variation.	FINDING: There was substantial organization of ballots by DOE staff. RECOMMENDATION: Instructions to DOE staff need to be reviewed for possible improvement, or prepared if none are written.

DEPARTMENT OF ELECTIONS

ISSUE	FINDING AND RECOMMENDATION
VOTER GUIDANCE ISSUES	
There were a fair number of absentee ballot overvotes (an overvote is when a voter votes for two or more candidates in the same race).	FINDING: There are a fair number of absentee ballot overvotes. RECOMMENDATION: Instructions to voter need to be reviewed for possible improvement.
There was evidence that several people voted twice; DOE had both a provisional and absentee ballot from these people. There were several of these two-ballot situations for each campaign. Counsel for Teng cited specific sections of law indicating that the law requires both votes to be eliminated from the count. DOE stated they currently only cancel the second vote and let the first stand. DOE management states that they have turned over 10 names to the San Francisco District Attorney for further investigation and possible prosecution. Note that double voting is a repeat finding from the 1998 Secretary of State Report.	FINDING: DOE policy may not be consistent with state law. RECOMMENDATION: DOE should review state law applicability to policy regarding canceling only one vote instead of both.
DOE does not notify a voter if that voter's absentee ballot has been rejected. Rejection may be due to voter's signature not matching the signature on file. Some people do not know that they may need to update their signature at the DOE office if they change signature style.	FINDING: Absentee voters are not informed if their ballot is rejected. RECOMMENDATION: DOE should review policy regarding possible notification of voter following rejection of absentee vote.
POLLWORKER GUIDANCE ISSUES	
Some provisional ballots from Laguna Honda Hospital (LHH) clearly used LHH identification cards for the voters, but no addresses were put on the provisional envelopes. DOE guidelines require an address for provisional ballot; a ballot is rejected without one. DOE states that they need such guidelines so that staff do not get bogged down in tracing down information for each ballot cast.	FINDING: Though some LHH residents voted provisionally, some ballots were rejected because the address information box was not filled out. RECOMMENDATION: DOE should review instructions to pollworkers filling out provisional ballots so they know that the ballot will be rejected if the boxes are not filled out.

FILM AND VIDEO ARTS COMMISSION

Report of the
2000-2001 San Francisco Civil Grand Jury

FILM AND VIDEO ARTS COMMISSION

SUMMARY

The 1999-2000 San Francisco Civil Grand Jury (CGJ) investigated the San Francisco Film and Video Arts Commission (SFFVAC) and issued a final report on August 23, 2000. A response from the SFFVAC was received on January 9, 2001. Upon reading both the report and the response, a decision was made by the 2000-2001 CGJ to continue a business review of the SFFVAC. We felt the strong contrast between the 1999-2000 CGJ recommendations and the SFFVAC responses warranted additional inquiry and analysis.

The CGJ recommends that:

- The SFFVAC permit process be moved out of the department to consolidate business operations.
- A business plan be developed by the SFFVAC to provide increased revenue and visibility for San Francisco.
- Neighborhood associations, representing a large customer base for the SFFVAC, be made part of the planning process for new business.
- The SFFVAC website be updated to include permitting and basic services for small users.
- The Controller audit the SFFVAC fund and the associated production permit records to verify fees have been appropriately assessed and collected.
- The SFFVAC revise its database parameters to include location and date of production in order to provide more useful business development tools.

BACKGROUND

San Francisco remains an attractive location for the film community. In addition to its beauty, it contains recognizable landmarks that filmmakers want to use as part of their own work. The City's atmosphere is conducive for ongoing support of the film business. San Francisco takes pride in its support for the arts as well as its support for a creative and diverse work environment. The City's close physical proximity to Los Angeles, where the largest contingency of the American film community work, further enhances the City's value. The film/commercial business continues to be a growth industry and can provide ongoing revenue and employment for the citizens of San Francisco.

Due to the number and variety of procedures required in the coordination of location filming within a metropolitan area, many cities have established offices to facilitate location requests, promote local employment and represent the interests

FILM AND VIDEO ARTS COMMISSION

of their constituents. In San Francisco, the Office of the SFFVAC was created to fill this role.

On November 21, 1989, the SFFVAC was established by Chapter 57 of the San Francisco Administrative Code. The Commission's mandate is to "...develop, recognize, and promote film activities in the City. The members shall work together to explore and promote long-term goals for film-making as a major emphasis of the City's economic and cultural base, and encourage the recognition of film arts as an art form with widespread economic components" (San Francisco Administrative Code Sec 57.3).

The Office of the SFFVAC acts as a conduit between local filmmakers and various City departments to obtain permits and encourage business for San Francisco. The office was created to enhance local neighborhood support for the film business, and help promote use of local film production and related jobs.

There is no requirement that the commissioners for the SFFVAC have experience in film production or any other relevant vocation. The commissioners are appointed by and serve at the pleasure of the Mayor. The terms are for four years and are staggered. No neighborhood association officers are currently members of the FVAC.

The ability to obtain new business was a major part of our interview process. Many production companies are moving business and jobs outside the United States, especially to Canada. The City of Toronto has installed numerous production and editing facilities, charging lower rates than their American counterparts. In interviews with both outside video commissions and local industry personnel, the "Canada" factor was a consistently discussed as a barrier to new business in the United States.

INVESTIGATION

The original resource for investigation was the 1999-2000 CGJ Report and its fourteen recommendations to the SFFVAC. The SFFVAC response of January 9, 2001 dismissed most of these recommendations. The 2000-2001 CGJ used both documents as a guide for research. Support documents used in the first investigation were reviewed in conjunction with discussions with some CGJ members involved in the 1999-2000 report. The 2000-2001 CGJ also interviewed representatives of the current SFFVAC staff on two separate occasions.

As a result of our first SFFVAC interview, the CGJ requested from the SFFVAC a listing of local neighborhoods used for video production/permits for calendar year 2000. Though the SFFVAC did not keep records specific to this type of review, they did provide the CGJ with a specified report approximately 45 days later

FILM AND VIDEO ARTS COMMISSION

(Attachment 1). The listing received was for the first seven months of 2000. This document was reviewed for frequencies of permitted shoots in SF's neighborhoods and corresponding supervisorial districts. Analysis of these data is further discussed below in discussion of Conclusion 3 from the 1999-2000 CGJ Report. We received a revised version of this list on June 11, 2001, which intermixed new permit information issued through mid-October 2000 with the previously received information; however, at that point in time we had no time to identify and analyze the new data.

Other sources of information were customer calls. The SFFVAC provided the CGJ a report, "Agreement Issued and Fee Collected, From 1/1/2000 to 12/31/2000," (Attachment 2) listing permits issued for the year 2000. The report indicates that a total of 558 agreements were issued to 417 customers by the SFFVAC for FY2000.

This report contains columns for the following information: Title or Production Type, Fees Received, Customer Names and Phone Numbers and Dates Permits issued. Calls were placed to 85 of the 417 (approximately 20%) customers listed for FY2000. We asked questions about customer service, business process and any general comments regarding their interaction with the SFFVAC.

Other calls and interviews were made to local film and video directors, editors and productions assistants doing business in San Francisco. Neighborhood associations were interviewed regarding their interactions with the SFFVAC and outside production companies. The President of the SFFVAC was interviewed on June 11. Outside of the San Francisco Film Community, two major video commissions were interviewed to understand their business process, overall industry issues and ability to operate within their particular city's constraints.

RESULTS

Finances

Large productions such as TV series, major films and television commercials provide a solid public relations vehicle for American cities and yield a revenue stream for these cities and their related departments. In its last season, the 'Nash Bridges' TV show alone is stated to have paid \$412,000 to the San Francisco Police Law Enforcement Series Unit for voluntary overtime.

Large film and video production companies need local support services such as hotel rooms, restaurants, electricians, carpenters, set designers, even local dry cleaners and caterers. The annual estimates reported by the SFFVAC Executive Director for Nash Bridges' cancellation is a projected \$25 million loss of income for all city and private associated services (San Francisco Chronicle, May 17, 2001).

FILM AND VIDEO ARTS COMMISSION

Local Support for the Film Business

Other business elements discussed were the support given to and ease of production for film companies. SFFVAC is responsible for maintaining good relations with local neighborhood associations and assisting the production companies to work with these neighborhood associations.

Results of the interviews with the 85 customers from the 2000 SFFVAC customer base were mixed in terms of how the SFFVAC Office handles requests for permits and potential locations. There were many positive comments from other small production companies, particularly about the current SFFVAC's administrative assistant, in providing understanding of process and permits for projects. However, many small production companies complained about not getting accurate information or complete explanations of the SFFVAC permit process.

Results of interviews with neighborhood associations were similar. Issues such as when and where filming will take place, parking, hotels for neighborhood residents because of noise issues, and arrangements for shuttles are handled in a straightforward manner, and received many positive comments regarding the SFFVAC. However, complaints concentrated on a lack of concern by the SFFVAC for neighborhood revenue needs, timing of shoots, the neighborhood's inability to be at the front end of the SFFVAC negotiations for site locations, and the general process.

Our analysis of the data provided by the SFFVAC (see Attachment 5) showed four of the current eleven supervisorial districts contain approximately 84% of the San Francisco film and video productions in 2000 (see caveats regarding data in discussion below of Conclusion 3 from the 1999-2000 CGJ Report). They are:

- District 3 (Financial District, North Beach, Telegraph Hill) 32.8%
- District 6 (Civic Center, South of Market) 29.8%
- District 1 (Richmond) 10.6%
- District 2 (Pacific Heights, Marina, Sea Cliff) 10.6%

This is not surprising data as each district contains recognizable San Francisco icons, but the services for these neighborhoods should be a priority of the SFFVAC due to their high use.

Film Commissions in Other Cities

As part of background, the CGJ spoke to two film commission directors to gather "best practice" information. In both cases, the film commission directors spoke to

FILM AND VIDEO ARTS COMMISSION

their interest in maintaining a solid business plan and projecting annual revenue goals. As part of their daily business plan, each spends significant time devoted to new business. Both commissions stressed:

- An aggressive phone calling program to build business relationships with film producers and industry executives.
- Frequent trips to meet in person with industry decision makers.
- Daily reading of trade journals and industry specific newspapers to learn of new or optioned productions.
- Pro-active mailing of marketing and location pieces to film production companies, including photos of local sites that would match proposed projects.
- Overall, a pro-active communication plan can keep cities "top of mind" for potential jobs.

Both directors agreed that time spent at trade shows is non-productive, since in their experience the industry decision makers do not attend them. On the other hand, industry decision makers often attend film festivals. Each said "internet travel" has replaced previous marketing vehicles and provides more cost-effective targeting for location scouts, producers, and directors.

Finally, both commissions commented on the concerns of productions exiting to Canada. It is understood that many American cities (including San Francisco) will get business due to their locations and beauty. It is not certain that they can sustain business revenues without making significant process changes.

1999-2000 Grand Jury Report

In following up the investigation of the 1999-2000 CGJ, three previously reported conclusions and recommendations were reviewed as they cover the major focus of last year's investigation and responses by the SFFVAC.

1999-2000 Conclusion #3: The Office of the SFFVAC maintains no database of any kind and is unable to effectively review or manage information generated by film-work within San Francisco.

This conclusion by the 1999-2000 CGJ was not entirely correct. There is a database at the SFFVAC (see Attachment 2); however, not all permit information is input to the database, such as location or date of production activity. The CGJ requested location and date information, which the SFFVAC staff subsequently supplied. The requested information is presented as Attachment 1.

Analysis of the information in Attachments 1 and 2 indicates the following types of discrepancies:

FILM AND VIDEO ARTS COMMISSION

- Regarding Attachment 2, there appeared to be instances where productions were not charged the permit fee, or were charged only a portion of the permit fee. For example, Solaris Films, Agreement 1375 (Attachment 2, page 11) under the Feature Films category, shows eight production days with a permit fee payment of \$0. Arcadia Productions, Agreement 1246 (Attachment 2, page 45) under the "Video" category, shows five production days with a permit fee payment of \$350. The normal video production fee is \$100 per day.
- A comparison between Attachments 1 and 2 shows that Attachment 1 lists more locations for production days than does Attachment 2, for the period January 1 to July 31. This is significant because each location requires a different permit. If Attachment 2 is the official record of permits issued, then it appears that it may not be complete. Additionally, there are instances where the number of production days for a given company is different between the two documents. If there were additional locations not documented on Attachment 2, then question arises as to whether or not they remitted the appropriate fees. For example, Stuart Schwartz Photography, Agreement 885 (Attachment 2, page 30) shows two production days, with commensurate fees, but Attachment 1, page 16 states a production period of three days for Schwartz, at 10 locations.
- Also regarding comparison of information between Attachments 1 and 2, for the period from January through July 2000, Attachment 2 lists approximately 130 more production days than does Attachment 1. This is important relative to analysis of Attachment 1 data for impact to various supervisorial districts.

We took location and date of production information from Attachment 1 and mapped, tabulated, and graphed the results (Attachments 3, 4, and 5). We also determined which neighborhood and supervisorial district applied and tabulated these results. The portion of the map showing the most affected San Francisco areas is provided in Attachment 3. The tabulated data are presented in Attachment 4, and are presented in a bar graph (Attachment 5) to show impact by supervisorial district. The total number of production days by type of medium (TV pilot, video, stills) is presented in Attachment 6.

As indicated above, since the Attachment 1 location and production day information (from which we derived the table and graphs) appears to have multiple irregularities, our analysis is more useful in determining trends rather than specific impact. As may be seen, several supervisorial districts are far more impacted than the others.

Production of reports by the SFFVAC appears to be cumbersome. It is possible that these issues could be resolved by an upgrade to the database which would allow for the entry of more types of useful data, such as production location and

FILM AND VIDEO ARTS COMMISSION

dates. The SFFVAC should review how best to use its valuable data to produce useful reports for business planning.

1999-2000 Conclusion #4: The Office of the SFFVAC is unable to cite any program or other pro-active measure taken in fulfillment of the City's long-term goal regarding the expansion of the San Francisco film industry.

This conclusion made a year ago to the SFFVAC is still an issue. At our first interview, the Executive Director was asked about a business plan and long term planning for the office. Her response focused on the office's daily operations. The staff handles numerous phone calls and their related activity.

The Executive Director cited the associations and industry trade shows she attends but has no real tracking mechanism of new business results in this area. The CGJ does agree with the Executive Director that softer areas such as trade shows are difficult to track in terms of final revenue results.

The CGJ remains concerned about the lack of a formal business plan for the SFFVAC and simple measures installed to track revenue goals. This is a City department with solid potential for revenue gains and continued public relations. Without a structured business plan, and contingency planning due to the loss of one of the SFFVAC largest customers in Nash Bridges, the City's long-term business interests are not well served.

1999-2000 Recommendation #11: A series of protective procedures such as those in use in Los Angeles, Calif., and Toronto, Ontario should be negotiated between the Office of the SFFVAC and the various neighborhood associations of San Francisco. These procedures should then be instituted by the Office of the SFFVAC and included in all of their informational materials, both printed and electronic.

The response to this 1999-2000 recommendation was to cite the hours of 7 a.m. to 10 p.m. the City Charter allows neighborhood film production. The previous CGJ's recommendation was to involve neighborhood associations in relations with production companies and was not focused on hours of operation. This previous recommendation is an important part of a good business plan.

The website for the SFFVAC could assist with information for many of the calls received by the office. The SFFVAC has a small staff and a large proportion of their day is devoted to answering the same questions and giving out the same information. Most of this information could be distributed efficiently on the SFFVAC's existing website and focus the SFFVAC on business strategy and greater revenue potential.

FILM AND VIDEO ARTS COMMISSION

FINDING AND RECOMMENDATIONS

1. Finding: The SFFVAC spends a large part of their business day helping individuals obtain permits or giving out general information on how to obtain permits for potential projects in San Francisco.

Recommendation:

The CGJ recommends that the permit process be moved out of the SFFVAC to the Planning or Police Department. Both of these departments spend enormous resources serving neighborhood processes. By moving this time consuming process, valuable SFFVAC resources could be redirected to bring new business into San Francisco.

Required Response

Mayor – 60 Days

San Francisco Film and Video Arts Commission – 60 Days

Executive Director, San Francisco Film and Video Arts Commission – 60 Days

2. Finding: Four supervisorial districts (Districts 1, 2, 3, and 6) are the SFFVAC largest customers with approximately 84% of all production shoots. Two districts (Districts 3 and 6) contain approximately 63% of all production shoots.

These San Francisco neighborhoods and their corresponding associations are valuable business partners for the City. The City needs their cooperation and property to insure successful film projects. The neighborhoods understand the importance of the SFFVAC business, as many are successful business owners in the City. They respect the need for outside revenue to underwrite or maintain City services. Currently, they do not receive a proper voice in the film production process.

Recommendation:

The CGJ recommends that a minimum of three positions out of the current eleven SFFVAC commissioners be appointed neighborhood association representatives. Neighborhood representation on the SFFVAC will educate all parties and encourage ideas for new business. It will make these valuable taxpayers part of the process and make them accountable for the projects' success.

FILM AND VIDEO ARTS COMMISSION

Required Response

Board of Supervisors – 90 Days

3. Finding: The current SFFVAC website does not contain all the information needed by customers. For instance, many small production companies complained about not getting accurate information or complete explanations of the SFFVAC permit process. At a minimum, the site should afford the smallest customer information on how to obtain permits and begin the process for their projects. Over 65% of the SFFVAC's 558 customers in 2000 were small offices with one-day shoots (see Attachment 2) who could make efficient use of an online system for their needs. The website should be updated regularly and educate its users on the availability of neighborhoods and permit process for video and film production projects.

There is an enormous amount of web design talent in the Bay Area. Given the interest in and the importance of the business of the SFFVAC, and the downturn in business in San Francisco's "Multimedia Gulch," many internet/website professionals are available to design website enhancements.

Recommendation:

The CGJ recommends that the SFFVAC website be updated to include more pertinent information for small business.

Required Response

San Francisco Film and Video Arts Commission – 60 Days
Executive Director, San Francisco Film and Video Arts Commission – 60 Days

4. Finding: A business plan needs to be developed to restructure costs for large production companies and contingency planning developed to address business and jobs leaving the City. The plan should address new business and target large-budget productions. A section of the plan should address the numerous small business requests, how this business can be maintained and served more efficiently.

As another part of the business plan, the SFFVAC should look into enhancing the use of the City's other seven districts. A marketing project for these districts could be one part of the business plan with associated incentives for their use. The neighborhoods are very interested in

FILM AND VIDEO ARTS COMMISSION

enhancing the film business for the City and are sophisticated in terms of their business understanding.

Recommendation:

The CGJ recommends that a formal business plan be developed to provide increased revenue and visibility for the City and County of San Francisco. The CGJ recommends that the plan address new business and target large-budget productions as well as the practices used by other film commissions, including aggressive outreach.

Required Response

San Francisco Film and Video Arts Commission – 60 Days
Executive Director, San Francisco Film and Video Arts Commission – 60 Days

5. Finding: The database printouts provided by SFFVAC (Attachments 1 and 2) appear to have multiple irregularities. As a result, it is not clear from these data that all appropriate fees have been charged or collected.

Recommendation:

The CGJ recommends that the Controller perform an audit of the SFFVAC fund (Administrative Code Section 10.100-297) and the associated production permit records to verify that fees have been appropriately assessed and collected.

Required Response

Controller – 60 Days

6. Finding: Production of reports by the SFFVAC appears to be cumbersome. It is possible that these issues could be resolved by an upgrade to the database, allowing for the entry of more types of useful data, such as production location and dates. The SFFVAC should review how best to use its valuable data to produce useful reports for business planning. Accuracy of information for its users and the SFFVAC will help for future planning as well as verify their business plan findings.

Recommendation

The CGJ recommends that the SFFVAC revise its database parameters to include location and date of production, and possibly other information in

FILM AND VIDEO ARTS COMMISSION

order to provide more useful business development tools and aid in their relationships with neighborhood associations.

Required Response

San Francisco Film and Video Arts Commission – 60 Days
Executive Director, San Francisco Film and Video Arts Commission –
60 Days

FILM AND VIDEO ARTS COMMISSION

ATTACHMENT 1

LOCATION LIST 2000

**(Production Companies, with Dates and Locations)
January 1 to July 31, 2000**

Location List 2000

<i>Production Name</i>	<i>Production Type</i>	<i>Crew</i>	<i>Date/Location</i>
@ Radical Media	TV Commercial	60	4/29 Keamy @ Pine
@ Radical Media	TV Commercial	30	6/3 Pine @ Montgomery 6/4 Sansome @ Montgomery
20 Century Fox	Feature	12	5/30 1598 Custer Ave.
2D Productions	Stills	12	3/1 Haight @ Cole
3 Business Services	Stills	6	5/11 Castro @ 17 St.
5th & Sunset	Stills	9	4/18 Mission @ 22 St. 4/18 Fell @ Ashbury
A Band Apart	Video	50	4/20 Bowdoin @ Woolsey 4/20 City Hall
Academy of Art/Adryenn Ashley	Student	12	4/1 Irving @ 3 Ave.
Academy of Art/Angela Su	Student	8	4/23 UN Plaza
Academy of Art/David Nii	Student	15	7/17-18 Washington Sq. Pk
Academy of Art/Eel Jin	Student	6	5/25 Embarcadero @ Howard
Academy of Art/Gerardo Merino	Student	10	3/4 McLarren Park
Academy of Art/Isaac Sanfir	Student	15	1/22 Pine @ Sansome
Academy of Art/Isaac Sanfir	Student	12	4/23 Larkin @ Eddy
Academy of Art/Isaac Sansfir	Student	15	7/9 New Montgomery @ Howard
Academy of Art/Isaac Sansfir	Student	20	3/12 Larkin @ Eddy
Academy of Art/Jose Sepuleuda	Student	5	7/29 Buchanan @ Chestnut 7/30 Filmore @ Chestnut
Academy of Art/Julienne Dunn	Student	1	7/17 Palace of Fine Arts
Academy of Art/Kenny Stoff	Student	7	3/18 Bush @ Leavenworth 3/20 Mission @ 2 St. 3/22 Bush @ Leavenworth 3/23 GG Park 3/23 Bush @ Keamy
Academy of Art/Len Ivan	Student	15	7/11 GG Park 7/11 Sacramento @ Jones 7/12 Columbus @ Beach 7/13 306 Clement St.
Academy of Art/Mark Rosera	Student	4	7/21 Bush @ Hyde 7/22 Market @ Montgomery 7/23 Palace of Fine Arts
Academy of Art/Nancy Jones	Student	10	4/1 Laguna @ Ivy 4/2 Gough @ Linden

<i>Production Name</i>	<i>Production Type</i>	<i>Crew</i>	<i>Date/Location</i>
Academy of Art/Nicholas Charron	Student	10	4/1-2 25 St. @ 3 St.
Academy of Art/Roberto Lopez	Student	2	3/11 Haight @ Lyon
Academy of Art/Ryan Sage	Student	10	4/9 Egbert @ 3 St.
Academy of Art/Sean Farber	Student	5	4/23 Civic Center Plaza
Acme Photo Works	Stills	12	2/6 Harrison @ 1 St.
Adams Street Films	TV Commercial	5	2/11 550 Mission
Afro-Flicks	Feature	20	4/2 Justin Herman Plaza 4/6 Stow Lake 4/13 Arkansas @ 16 St.
Ambrosi and Assoc.	Stills	9	7/26 Brannan @ Embarcadero 7/26 Howard @ 4 St. 7/28 Lafayette Pk 7/26 Palace of Fine Arts 7/26 Pierce @ Chestnut
Ampersand Pictures	Video	20	6/18 Union @ Hyde 6/18 Filbert @ Hyde 6/18 Larkin @ Lombard 6/18 Green @ Jones 6/20 California @ Arguello
APG Records	Video	4	3/25 Fulton @ 32 Ave.
Art 21	Documentary	6	4/3-5 Market @ 6 St. 4/3-5 17 St. @ 3 St. 4/3-5 Castro @ Market
Arts and Crafts	Stills	15	4/1 Gold Alley 4/1 135 Mississippi 4/2 Delancy @ Federal
Backyard Productions	TV Commercial	40	2/1 3 Corn Park 2/2 3 Corn Park
Banyan Productions	TV Series	5	4/6 Grant @ Washington
BBC	Video	5	5/12 Lombard @ Hyde 5/12 Grant @ Sacramento 5/12 Folsom @ 12 St.
BBW Magazine	Stills	6	1/14 Japanese Tea Garden 1/14 GG Park Bandshell
Bedazzled	Feature	75	4/7 Washington Sq. 4/8 Market @ Sutter 4/9 Columbus @ Vallejo 4/9 Stockton @ Offarell 4/10 Justin Herman Plaza 4/11 Grace Cathedral 4/11 Filbert @ Hyde 4/12 War Memorial 4/12 Aquatic Park 4/13 City Hall
Bedford Falls	Industrial	50	6/27 Natoma @ 11 St.

<i>Production Name</i>	<i>Production Type</i>	<i>Crew</i>	<i>Date/Location</i>
Believe Inc.	TV Commercial	45	1/31 Waverly Alley 1/31 Ross Alley 2/1 Columbus @ Washington 2/1 Columbus @ Broadway 2/1 Keamy @ Sacramento 2/2 Market @ Jones 2/3 Ofarrel @ Mason 2/4 Battery @ Sacramento 2/7 Legion of Honor 2/8 Palace of Fine Arts 2/9 4 St. Bridge
Ben Watts Photo	Stills	12	6/1 3 St. @ 19 St.
Big Daddy Productions	TV Series	4	2/8 Marina Green 2/8 Coit Tower 2/8 Steiner @ Grove 2/9 Golden Gate Park 2/9 Palace of Fine Arts 2/10 City Hall
Bill Zemanek	Stills	5	1/5 Webster @ Sutter
Bill Zemanek Photo	Stills	8	7/26 South Park @ 2 St.
Bob Adler	Stills	1	4/28 Pulgas Water Temple
Bravo Zulu	TV Commercial	40	1/25 Tocaloma Ave @ Blanken Ave 1/26 Tocaloma Ave @ Blanken Ave
Bravo Zulu	TV Commercial	40	3/16 Hyde @ Golden Gate 3/17 Sansome @ Pine 3/17 Market @ 2 St. 3/18 Duboce @ Harrison
Bravura Films	Video	6	2/11 Legion of Honor
Butler Photography	Stills	7	3/28 Brannan @ 4 St. 3/28 1095 Indiana 3/28 Folsom @ 18 St. 3/29 Haight @ Filmore 3/29 Alta Plaza
Captain Tonic	Video	5	3/18 Battery @ CA
Carbo Films	Video	6	5/11 Washington @ Mason 5/11 Montgomery @ California 5/11 Jackson @ Stockton 5/11 Palace of Fine Arts 5/11 GG Park 5/12 Corona Heights Playground
Caribiner International	Industrial	5	1/14 California @ Montgomery 1/14 Coit Tower 1/14 Hyde St.
Carlsen Marketing	Industrial	10	6/4 Embarcadero @ Front
Casado Inc.	Stills	10	2/19 Golden Gate Park
Casado, Inc.	Stills	6	3/30 Marina Green
Cesar Rubio Photo	Stills	2	5/18 Alice B Toklas Alley

<i>Production Name</i>	<i>Production Type</i>	<i>Crew</i>	<i>Date/Location</i>
Charles Halpern	Industrial	15	4/1-2 Hamlin School
Chelsea Pictures	TV Commercial	50	6/22 Alamo Sq. 6/23 GG Park 6/24 Pine @ Front 6/24 Pine @ Battery 6/24 850 California
Chelsea Pictures	TV Commercial	40	1/15 Leidersdorff Alley @ Pine 1/16 Leidersdorff Alley @ Pine
Chip Simons	Stills	6	6/29 Market @ Spear 6/30 Market @ Spear 6/30 Market @ Drumm 6/30 Market @ Drumm
Chris Wahlberg	Stills	10	5/12 Kezar Stadium
Chris Wahlberg	Stills	4	4/25 Kezar Stadium
Chris Wahlberg	Stills	5	4/12 Lake Merced
Chris Wahlberg Photo	Stills	6	4/7 Channel @ 4 St.
Chris Woodrow Photo	Stills	4	1/7 Lincoln Golf Course
Christopher Irion	Stills	2	5/5 St. Francisc @ San Anselmo
Cine Excell	TV Commercial	16	2/28 Portsmouth Sq.
City Lights	TV Pilot	70	2/4 Hyde @ Lombard 2/4 California @ Drumm 2/5 Jessie @ 5 St.
Cohn & Co.	TV Commercial	75	3/18 Bowdoin @ Mansell 3/18 Dartmouth @ Mansell
Complex Corp/Wonderphil Prod.	Video	12	1/15 Childrens Playground 1/17 Stow Lake
Complex/A Better Place	Video	3	7/12 GG Park
Complex/Scott Rothman	Video	4	8/4 Lake @ 5 Ave. 8/2 Market @ Turk 8/13 Californian @ Davis 8/16 Fulton @ 36 Ave.
Complex/Veronica Majano	Video	5	7/29-30 Muni Yard @ 17 St.
Cox Enterprises	Video	8	7/23 Haight @ Ashbury 7/23 Minna @ 6 St. 7/23 Market @ 5 St. 7/25 Taylor @ Green 7/25 Mission @ 4 St.
Crazy Horse Films	Video	40	4/14 Mission @ 6 St.
Creative Entertainment Group	Documentary	25	5/11 Mission @ 4 St. 5/12 Mission @ 4 St.
CWMNI DA	Documentary	2	7/5 Pacific @ Stiener 7/5 Lombard @ Hyde 7/5 Union Sq.

<i>Production Name</i>	<i>Production Type</i>	<i>Crew</i>	<i>Date/Location</i>
Dan Escobar Photo	Stills	6	5/15 Grant @ Union 5/16 Folsom @ 21 St. 5/16 Washington @ Spofford 5/18 GG Park
Daniel DeSouza	Stills	2	3/27 GGPark
Daniel DeSouza Photo	Stills	6	1/8 Van Ness @ Jackson 1/8 Haight @ Filmore
Daniel DeSouza Photo	Stills	7	1/14 Post @ Stockton 1/14 Market @ Powell 1/14 O'farrell @ Grant 1/14 Geary @ 18 Ave
Darran Rees Photo	Stills	6	3/7 Twin Peaks 3/8 Twin Peaks 3/11 Embarcadero @ Howard 3/12 Embarcadero @ Howard
David Emmite Photo	Stills	6	4/26 Lafayette Park 4/26 Jones @ Bush 4/26 Market @ Drum
David Madison Photo	Stills	6	7/31 New Montgomery @ Market
David Madison Photo	Stills	7	4/21 GG Park
David Magnusson Photo	Still	6	4/14 GG Park
Dawn Syndicated	Video	5	4/20 Union Sq. 4/20 Broadway @ Columbus
Dektor Films	TV Commercial	45	1/15 Jackson @ Wentworth
Demeuda Productions	Video	10	7/30 Castro @ 14 St. 7/30 Lincoln @ Ocean Beach
Design Media	Video	3	4/20 Justin Herman Plaza
DeWitt & Carver	Stills	6	7/25 Divisadero @ Vallejo
Digital Recorders	Stills	3	2/25 Muni Bus
Discovery Comm.	Documentary	4	2/24 Columbus @ Broadway 2/24 Haight @ Clayton 2/24 Union Sq. 2/25 Valencia @ 16 St. 2/25 Mission @ 4 St. 2/25 Union @ Steiner
Don Escobar Photo	Stills	10	7/25 3 St. Bridge 7/25 Battery @ Washington 7/25 New Montgomery @ Washington 7/25 Columbus @ Broadway 7/25 Montgomery @ Sutter 7/30 Market @ Montgomery

<i>Production Name</i>	<i>Production Type</i>	<i>Crew</i>	<i>Date/Location</i>
Doug Menuez Photo	Stills	4	7/26 Bush @ Grant 7/26 Montgomery @ Pine 7/26 California @ Stockton 7/26 Market @ 4, 5 St. 7/27 Geary @ 7 Ave. 7/27 Geary @ 22 Ave. 7/27 Market @ 1 St. 7/27 Folsom @ Embarcadero
Eddie Bauer	Stills	8	3/22 Folsom @ 12 St.
EF Marton Productions	Stills	3	2/10 Union Sq. 2/11 Union Sq.
Ellen Dorfman Photo	Stills	3	5/17 Market @ Montgomery
Elma Garcia Films	TV Commercial	40	1/10 Lombard @ Van Ness 1/11 Lombard @ Van Ness
Elma Garcia Films	TV Commercial	50	1/19 Grace @ Howard 1/20 Mariposa @ 18th St.
eMedia Films	Industrial	6	3/13 Palace of Fine Arts
Eric Blyler	Short	15	2/23 20 St. @ Connecticut 2/23 Precita @ Florida 2/24 20 St. @ San Bruno 2/24 Vermont @ 24 St. 2/25 Rhode Is. @ 24 St. 2/26 Clyde @ Davis 2/27 Masonic @ Frederick
Eric Millette Photo	Stills	4	7/27 Japanese Tea Garden 7/27 Post @ Buchanan
Eric O'connel	Stills	3	4/4 Union Sq.
Erickson Productions	Stills	10	1/16 Folsom @ 1 St.
Ericson Production	Stills	8	3/9 Alta Plaza Park
Ericson Productions	Stills	10	3/12 Montgomery @ Pine
Executive Media	Industrial	5	6/28 Montgomery @ Sutter
Fat Box	Industrial	4	3/24 Twin Peaks
Fatbox, Inc.	Industrial	5	6/20 Montgomery @ Clay 6/20 Bryant near 3 St.
Film Realite	TV Commercial	40	2/26 Montgomery @ Pine 2/26 Commercial @ Kearny 2/26 Leidesdorf @ Pine 2/26 Market @ 1 St.
Flying Tiger Films	TV Commercial	60	4/28 Geneva @ Mission 4/29 Clay @ Sansome

<i>Production Name</i>	<i>Production Type</i>	<i>Crew</i>	<i>Date/Location</i>
Folded Edge	Stills	6	6/28 Grant @ Filbert 6/29 Marina Green 6/30 Lombard @ Hyde 6/30 Bush @ Sansome 7/1 Bush @ Sanome 7/2 California @ Battery 7/5 Alamo Sq. 7/6 Mason @ Sacramento 7/7 Grant @ Sacramento
Frances Manzi Productions	Stills	13	2/5 California @ Mason 2/6 Union Sq.
Full Auto Productions	Video	10	7/16 Marina Green
Further Tales of the City	Feature	50	7/28 Twin Peaks 7/28 Union @ Taylor 7/29 GG Park 7/30 GG Park 7/30 Steinhart Aquarium 7/30 Broadway Tunnel
Goodby Silverstein and Partners	Industrial	5	5/23 720 California 5/24 GG Park
Gruppe 5	Documentary	5	3/9 Washington Sq. 3/8 Mission @ 24 St. 3/10 Hyde @ Powell 3/11 Haight @ Cole 3/12 Bush @ Grant 3/13 Lombard @ Hyde
Hachette Magazine	Stills	7	1/30 Coit Tower 1/30 Montgomery @ Union 1/30 Columbus @ Broadway 1/30 Lombard @ Hyde
Harolds Store	Stills	8	7/6-7 Columbus @ Broadway, Vallejo 7/6-7 Columbus @ Union, Green 7/6-7 Kearny @ Vallejo 7/8 City Hall 7/10 Legion of Honor 7/10 Palace of Fine Arts
Hart Productions	Stills	6	2/16 GG Park
Harvest Films	TV Commercial	20	1/16 Gold Alley 1/17 Gold Alley
Heather Monahan Photo	Stills	12	2/16 Muni Yard
High Productions	TV Series	65	4/3 Broadway @ Filmore 4/3 2311 Broadway 4/3 Filmore @ Jackson
HKM Productions	TV Commercial	50	2/26 California @ Pine 2/27 California @ Pine 2/28 Jessie @ New Montgomery 2/29 Sansome @ Bush
Honey Interactive	TV Commercial	16	6/5 Valencia @ 16 St. 6/6 Columbus @ Union 6/6 Stuart St. @ Mission

<i>Production Name</i>	<i>Production Type</i>	<i>Crew</i>	<i>Date/Location</i>
Hotbed Media	Industrial	15	1/27 Florida @ 18 St. 1/28 Cumberland @ Sanchez
Hungry Man	TV Commercial	30	3/9 Mission @ 5 St. 3/10 Washington @ Drum
Hunter Freeman	Stills	18	4/25 Golden Gate Park 4/26 Union @ Front
Hunter Freeman	Stills	10	3/10 Anderson St.
Hype Productions	Industrial	12	3/7-8 Harrison @ 4 St.
Image Alliance	Video	5	5/15 Coit Tower 5/15 Alamo Sq. 5/18 3 St. near Market 5/18 Powell @ California 5/18 Grant @ Bush 5/18 Columbus @ Vallejo
In-Vision Communications	Video	8	7/19-20 Post @ Kearny
Inscope, Inc.	Stills	7	1/25 Main Library 1/25 Coit Tower 1/25 Twin Peaks
Institutional Financing	Stills	6	7/28 Flower Conservatory
ITN	Video	4	4/3-5 Battery @ Vallejo
Iwerks Entertainment	Industrial	15	3/8 Hyde @ Lombard 3/9 Hyde @ Lombard
James Chiang	Stills	3	3/30 GGPark
James Schnerf Photo	Stills	4	1/31 Alamo Sq.
Janus Films	Documentary	4	4/16 Lincoln Golf Course 4/16 Geary @ 28 Ave. 4/16 Marina Green 4/16 Coit Tower 4/16 Powell @ Greenwich
Jessen Photo	Stills	18	5/22 Palace of Fine Arts 5/22 285 Ellis
Jim Reed Photo	Stills	5	3/4 Golden Gate Park
Jock McDonald Film	Stills	10	1/19 1 Bush St. 1/19 Geary @ Stockton 1/19 Maiden Lane @ Stockton 1/21 1 Bush St. 1/21 Geary @ Stockton 1/21 Maiden Lane @ Stockton
John Crane Films	Industrial	9	4/20 Pine @ Sansome
Jon Francis Films	TV Commercial	50	1/28 279 West Portal

<i>Production Name</i>	<i>Production Type</i>	<i>Crew</i>	<i>Date/Location</i>
Jones Films	TV Commercial	45	3/1 Kezar Stadium 3/1 Alamo Sq 3/2 Hyde @ Lombard 3/2 Jones @ Filbert 3/3 Van Ness @ Market 3/3 Palace of Fine Arts
Kaboom	Industrial	30	5/12 Capp @ 16 St.
Kaboom	Industrial	35	2/15 Minna @ 3 St. 2/15 Scott @ Chestnut 2/16 Minna @ 3 St.
Kaboom	Industrial	17	7/21 Bryant @ 2 St. 7/21 Howard @ Beale 7/22 Pacific @ Sansome 7/22 Market @ Sansome
Kaboom Productions	Industrial	15	2/26 Golden Gate Park
Kalaw Photo	Stills	4	3/17 California @ Jones 3/17 Montgomery @ Union 3/17 Columbus @ Vallejo 3/17 Montgomery @ CA 3/17 Pine @ Keamy 3/17 Post @ Keamy 3/17 Battery @ Market
Kaleidoscope Productions	Industrial	10	5/19 Harrison @ 19 St.
Kentucky TV	Video	5	5/25 Justin Herman Plaza 5/25 Kezar Stadium 5/25 Washington @ Powell 5/25 Market @ 5 St.
Kincade & Co.	Video	3	2/14 Union @ Powell
LA Video Productions	Industrial	5	6/20 Jefferson St.
Lands End	Stills	18	3/22 Washington Sq. 3/23 Union @ Octavia
Langley Productions	Documentary	6	2/10 Ride along w/SFPD
Lick Wilmering/John McMunn	Student	Video	5/28 Castro @ Market
Life of Riley	Video	12	7/21 Polk @ Eddy 7/21 Guerro @ 20 St. 7/22 Rhode Island @ 20 St. 7/22 Front @ California
Lopes Picture Co.	TV Commercial	40	1/25 Howard @ 10th St. 1/25 Natoma @ 10th St. 1/26 Sanchez @ 26th St. 1/26 32nd Ave @ Clement
M-80	TV Commercial	35	1/9 California @ Davis
Maconochie Photo	Stills	5	6/24 California @ Keamy 6/24-27 Sansome @ Market 6/24-27 Howard @ 3 St.
Maconochie Photo	Stills	8	2/18 Legion of Honor 2/19 Legion of Honor

<i>Production Name</i>	<i>Production Type</i>	<i>Crew</i>	<i>Date/Location</i>
Maconochie Photo	Stills	5	6/3-5 Alta Plaza Park
Marc Alyn Communications	TV Commercial	4	2/8 Lombard @ Hyde
Mark Seliger Photo	Stills	10	5/22 Market @ Taylor 5/22 Turk @ Mason 5/22 Minna @ 6 St. 5/22 Illinois @ 17 St. 5/22 Howard @ 6 St.
McCabe & Co.	Video	5	3/9 City Hall 3/9 UN Plaza 3/9 Hyde Cable Car 3/10 Mission St. 3/13 795 Folsom 3/13 4080 Mission 3/14 Mission St.
McDougall Creative	Industrial	25	7/13 Clementian @ 5 St. 7/12 Illinois @ 16 St.
Menuez Pictures	Stills	10	7/11 Mabini @ Folsom
Menuez Pictures	Stills	10	4/14 Treat @ 18 St. 4/14 Bryant @ Mariposa 4/15 GG Park
Mervyns	Stills	8	6/20-21 Glen Park
Mervyns	Stills	7	6/14 Glen Park
Mervyns	Stills	10	7/10 Kezar Stadium
Mervyns	Stills	4	5/25 Geneva St.
Mervyns	Stills	7	7/31 Glen Park
Mervyns	Stills	5	1/6 Franklin Sq.
Mervyns	Stills	7	7/25 Embarcadero @ Delancy 7/25 Embarcadero @ Townsend
Mervyns	Stills	11	5/8 1320 McCoppin St.
Michael Hoff Productions	Video	4	5/6 Kearny @ Columbus 5/6 Montgomery @ Clay 5/6 Grant @ Washington
Michael Johnson Photo	Stills	6	3/21 Buena Vista Park
Michael Johnson Photo	Stills	10	3/1 MLK Drive
Michael McLaughlin	Stills	8	5/4 Union Sq. 5/4 Market @ Post 5/5 Haight @ Ashbury 5/6 Stockton @ Union 5/6 Noe @ Market
Michelle Clement	Stills	8	1/19 Howard @ 8 St.
Michelle Clement Studio	Stills	7	2/28 Golden Gate Park
Michelle Clement Studio	Stills	4	7/14 25 Lake St.

<i>Production Name</i>	<i>Production Type</i>	<i>Crew</i>	<i>Date/Location</i>
Michelle Clement Studio	Stills	10	4/5 Montgomery @ Market
Mika Manninen	Stills	10	5/7 Liedesdorf Alley
Mirage Media/Never Die Twice	Feature	25	6/8 GG Park 6/9 Mary @ Natoma 6/9 Steiner @ Hayes 6/12 Market @ Castro 6/29 GG Park
Mizono Photo	Stills	9	2/17 Alamo Sq.
Mizono Photo	Stills	7	4/6 Leidsdorf @ California
MLB Productions	Video	4	5/4 Coit Tower 5/4 Alamo Sq. 5/4 Lombard @ Hyde
Mortarotti Ramirez Productions	Industrial	8	1/6 Front @ Green 1/6 Market @ 3rd St.
MPH Films	TV Commercial	40	4/5 California @ Hyde 4/5 Twin Peaks
MPI	Documentary	7	6/9 Palace of Fine Arts
MPI	Documentary	6	5/10 Palace of Fine Arts
MSG Media	Stills	8	4/14 Grant @ Sacramento
MTV	Video	5	6/6 Haight @ Ashbury 6/6 Mission @ 4 St.
MTV Networks	Video	6	3/15-16 Market @ 5 St. 3/15-16 Bush @ Grant 3/15-16 Market @ 3 St. 3/15-16 Embarcadero @ Powell 3/15-16 Lombard @ Hyde 3/15-16 Geary @ Powell 3/15-16 Columbus @ Broadway
MTV Networks	Video	5	4/9 Haight @ Ashbury 4/9 Lombard @ Hyde 4/9 Palace of Fine Arts 4/9 Chestnut @ Filmore
Musilek, Inc	Stills	8	3/30 Jackson @ Montgomery
Neue Sentimental Films	TV Commerical	40	1/22 Market @ Montgomery 1/22 Market @ 2 St. 1/23 Market @ 1 St. 1/23 Market @ 5 St. 1/23 California @ Powell
New Overseas World	Industrial	4	6/14 3 St. @ 20 St. 6/15 Post @ Stockton
Nicki Pardo Photography	Stills	6	3/23 Golden Gate Park
Nike	Industrial	5	7/21 Clay @ Jones 7/21 Broadway @ Kearny
Ninth House	Industrial	40	5/2 855 Battery St.

<i>Production Name</i>	<i>Production Type</i>	<i>Crew</i>	<i>Date/Location</i>
Nordstroms	Stills	12	2/14 Golden Gate Pk
Norsemen Productions	Video	15	3/24 Driving Shots
Old Navy	Video	8	2/25 Golden Gate Park
Parker Film Co.	Feature	45	1/24 Stow Lake 1/24 Octavia @ Union
Paul Elledge Photo	Stills	7	5/10 Columbus @ Pacific 5/10 Folsom @ 18 St. 5/11 Alamo Sq. 5/12 GG Park 5/13 California @ Front 5/14 California @ Keamy
Paul Hopkins Productions	Corp.	12	1/25 Fremont @ Market 1/25 Sacramento @ Filmore 1/26 1000 Front St. 1/26 231 Grant St.
Pederson Media Group	Industrial	10	6/6 Justin Herman Plaza
Pederson Media Group	Industrial	12	5/20 Harrison @ Embarcadero
Pederson Media Group	Industrial	23	4/29 York @ 20 St. 2/29 Natoma @ 11 St.
Pederson Media Group	Industrial	23	6/2 Mission @ 3 St. 6/5 Justin Herman Plaza 6/5 Market @ Drumm
Pederson Media Group	Industrial	10	1/12 California @ Keamy 1/24 Columbus @ Stockton 1/24 Columbus @ Keamy 1/24 Columbus @ Union 1/24 Market @ Sansome 1/24 California @ Keamy
Pederson Media Group	Industrial	13	3/27 Battery @ Market 3/27 Sansome @ Market 3/27 Montgomery @ Post
Pederson Media Group	Industrial	10	5/17 California @ Keamy
People Magazine	Stills	2	3/22 Marina Blvd @ Filmore 3/22 Mason @ CA 3/22 Howard @ 4 St. 3/22 South Park 3/22 Lombard @ Hyde 3/22 Beach @ Stockton
PGI	Industrial	6	1/11 Vallejo @ Grant 1/11 Union @ Montgomery 1/11 Green @ Montgomery 1/11 Powell @ California 1/11 Grant @ California
Photo Disc	Stills	8	4/22 Leidsdorf @ Sacramento 4/24 Grant @ Sacramento 4/25 California @ Sansome
Photo Group Productions	Stills	4	2/18 California @ Drumm

<i>Production Name</i>	<i>Production Type</i>	<i>Crew</i>	<i>Date/Location</i>
Photo Group Productions	Stills	3	1/20 Noe @ 17 St.
PIC Retail Network	Video	5	3/31 Chestnut St. 4/1 17 St. @ Arkansas 4/1 Potrero @ Ceasar Chavez
Pie Town Productions	Documentary	5	4/16 California @ Divisadero 4/16 Mission @ 16 St. 4/16 Taylor @ California
Pierre Entertainment	Stills	6	4/12 Barry @ 5 St. 4/13 285 San Anselmo 4/17 Mission @ Embarcadero 4/15 Drum @ Market
Planet Grande Pictures	Video	30	3/27 435 Broadway 3/28 400 2 St. 3/28 725 Broadway 3/30 1805 Geary
Plum Productions	TV Commercial	15	1/26 Beale @ Mission
Pluto Design	Video	5	7/13-14 Pine @ Battery 7/13-14 Sacramento @ Montgomery
PMC LA	Stills	2	4/15 California @ Battery 4/15 Sansome @ California
Presentation Events	Industrial	7	4/21 Washington Sq.
Principal Films	Documentary	5	2/19 Seadcliff Ave 2/19 Jones @ Chestnut 2/19 Jefferson @ Jones
Projective	Stills	3	5/2 525 Sanchez 5/2 731 Castro 5/2 Stockton @ Clay
Projective	Stills	5	4/15 GG Park 4/15 Portsmouth Sq.
Projective	Stills	6	4/4 Lombard @ Hyde 4/4 Grant @ Clay 4/4 Lyon St. Steps
Projective	Stills	10	6/14 California @ Montgomery 6/15 Washington @ Embarcadero 6/15 GG Park 6/16 Battery @ Greenwich 6/16 Gough @ Hayes
Purcilly Productions	Stills	10	6/3 Kearny @ Fresno 6/3 Harrison @ 1 St. 6/4 California @ Front 6/4 Harrison @ Main
QAS	Stills	12	5/25 Bryant @ 13 St. 5/25 Van Ness @ California
Quartet Creative	Industrial	5	4/7 King @ 3 St. 4/10 Main @ Folsom
Quiote Productions	Stills	20	5/17 Market @ 1 St.
Rd/Fox	TV Commercial	15	3/31 Clement @ 32 Ave.

<i>Production Name</i>	<i>Production Type</i>	<i>Crew</i>	<i>Date/Location</i>
Red Planet	Stills	8	6/17 Market @ Argent 6/20 Columbus @ Green
Richard Eskite Photo	Stills	5	1/27 Illinois @ 20 St. 1/28 Illinois @ 20 St.
Richard Seagraves	Stills	8	4/3 GG Park
Richard Seagraves Photo	Stills	3	6/29 Mission @ 3 St.
Richard Wahlstrom Photo	Stills	2	4/30 Sansome @ Sacramento
Rick Graves Photo	Stills	10	3/22 Twin Peaks 3/24 19 St. @ Castro
Rick Russing Photo	Stills	15	3/3 Twin Peaks 3/6 Sutter @ Grant 3/7 Mason @ Geary
Ritts Hayden	TV Commercial	15	6/11 333 Bush St. 6/11 Front @ California 6/11 Front @ Pine 6/18 Montgomery @ Sutter
Riveter Productions	Video	18	2/12 Van Ness @ Gough 2/13 Market @ Church
Robert Mizono	Stills	10	6/15 Mission @ Russia
Ross McCanse Assoc.	TV Commercial	12	2/16 3630 Divisadero 2/16 Geary @ 6 Ave. 2/16 3700 California
RS Promotions	Documentary	15	6/6 Grant @ Bush 6/7 Twin Peaks 6/8 Powell @ Offarrell
Rubin Tarrant Productions	Documentary	5	5/26 171 Mendosa St.
Ruiz Promotions	Stills	4	4/19 Hampshire @ Mariposa
Rusing Photo	Stills	12	5/27 Berry @ 6 St. 5/28 Post @ Kearny 5/30 Berry @ 6 St.
Satellite Films	TV Commercial	45	2/1 530 Haight St. 2/3 Bryant 3 St.
Sausalito	Feature	30	3/12-13 Natoma @ 10 St. 3/14 Castro @ 18 St. 3/15 Howard @ 7 St. 3/15 Market @ 7 St. 3/15 Natoma @ 10 St. 3/17 Natoma @ 10 St. 3/17 Sansome @ Bush 3/17 Gough @ Sutter 3/18 Bush @ Grant 3/19 Folsom @ 2 St.
Scoggin Mayo Photo	Stills	4	2/19 Alta Plaza Park 2/19 Palace of Fine Arts
Seamus Photo	Stills	3	4/25 Alamo Sq.

<i>Production Name</i>	<i>Production Type</i>	<i>Crew</i>	<i>Date/Location</i>
Seawell Photo	Stills	6	7/16 Bush @ Keamy 7/16 Commercial @ Clay
Seduced & Exploited	Short	6	1/23 Dolores Park
Seventeen Magazine	Stills	8	6/5 Legion of Honor
SF Jazz	Stills	5	5/13 California @ Montgomery 5/13 Market @ Sansome 5/15 California @ Montgomery 5/18 Montgomery @ Bush 5/18 Montgomery @ Sacramento
SFSU/Angela Stablein	Student	7	4/17 GG Park
SFSU/Annada Rathi	Student	8	3/4 GG Park
SFSU/Cherylene Lee	Student	4	2/5 Japanese Tea Garden
SFSU/Chris Cook	Student	12	3/4 Sansome @ Pine 3/5 Sansome @ Pine
SFSU/Deborah Lum	Student	8	2/18 Fulton @ 36 Ave. 2/19 Clement @ 25 Ave. 2/20 Balboa @ 37 Ave. 2/21 Irving @ 20 Ave.
SFSU/Jurine Jackson	Students	10	1/29 Shrader @ Page 1/30 Shrader @ Page
SFSU/Luci Kwak	Student	5	7/22-23 651 Clayton
SFSU/Michael Dougan	Student	13	1/16 Brannan @ 2nd St. 1/17 Brannan @ 2nd St.
SFSU/Patrick Nygun	Student	3	2/4 Diamond St. 2/5 Bayshore Blvd. 2/6 17 St @ Clayton 2/18 Valencia @ 20 St. 2/19 Valencia @ 20 St.
SFSU/Richard Francis	Student	6	3/29 Stanyan @ Frederick 3/29 Market @ Church
Sharron Beals	Stills	2	5/19 GG Park
Showtime	Video	5	7/13 GG Park 7/13 Columbus @ Greenwich
Skeleton Woman	Feature	5	3/15-16 Harrison @ Spear 3/16 Mission @ 24 St. 3/16 Pacific @ Stockton 3/16 Jackson @ Powell 3/16 Powell @ CA 3/16 Keamy @ Broadway
Slipstream	TV Commercial	30	6/8 Kezar Stadium 6/9 Mission @ 14 St.
Spiral Films	Video	30	6/1-2 Natoma @ 11 St.
Spiral Films	Video	10	2/5 Columbus @ Keamy

<i>Production Name</i>	<i>Production Type</i>	<i>Crew</i>	<i>Date/Location</i>
Starlight Productions	Stills	12	7/15 South Park @ 2 St. 7/15 Townsend @ 7 St. 7/15 Mississippi @ 16 St. 7/16 Albion @ 17 St.
Stephan Nobauer	Documentary	4	3/3 Japanese Tea Garden
Stephanie Rausser Photo	Stills	5	1/10 Montgomery @ Green 1/10 Broadway @ Taylor 1/10 Mason @ Broadway 1/10 Filbert @ Green
Steve Hix Photo	Stills	6	1/6 Polo Fields 1/7 GG Park
Steve Hix Photo	Stills	6	6/9 Palace of Fine Arts
Steve Hix Photo	Stills	8	5/23 GG Park 5/23 Kezar Stadium
Steve Hix Photo	Stills	12	5/9 Jackson @ Hotaling
Steve Peixotto Photo	Stills	3	7/24 88 Howard
Steve White Photo	Stills	6	7/14 18 St. @ Mississipp, Texas, Missouri 7/14 Columbus @ Broadway 7/15 Civic Center Plaza 7/15 King @ 3 St. 7/15 Jackson @ Pierce 7/15 Filmore @ Green 7/15 Baker @ Beach
Stiefel & Co.	TV Commercial	30	1/28 Lyon @ Vallejo 1/28 Twin Peaks 1/29 California @ Taylor 1/29 Pennsylvania @ 19th St.
Stuart Schwartz Photo	Stills	3	1/28 Stuart @ Folsom 2/1 Union @ Columbus 2/1 Market @ Embarcadero 2/1 Marina @ Filmore 2/1 Jefferson @ Taylor 2/3 17 St. @ Rhode Island 2/3 Castro @ Market 2/3 Geary @ Post 2/3 Geary @ 20 Ave. 2/3 Grant @ Broadway
Subject to Change	Documentary	10	2/14 Civic Center Plaza
Summer Productions	Documentary	4	2/25 Coit Tower 2/25 Twin Peaks

<i>Production Name</i>	<i>Production Type</i>	<i>Crew</i>	<i>Date/Location</i>
Sweet November	Feature	120	3/29 Grant @ California 3/29 Montgomery @ Green 4/6 Golden Gate @ Jones 4/7 Michigan @ 20 St. 4/8 California @ Grant 4/9 California @ Grant 4/12 Alice B Toklas @ Van Ness 4/13 Alice B Toklas @ Van Ness 4/14 Alice B Toklas @ Van Ness 4/14 Taraval @ 48 Ave. 4/15 Taraval @ 48 Ave. 4/16 Sutter @ Sansome 4/18 Broadway @ Lyon 4/29 Howard @ 2 St. 5/4 Missouri @ 18 St. 5/5 Missouri @ 18 St. 5/6 Missouri @ 18 St. 5/31 Missouri @ 18 St. 6/8 Valencia @ Ceasar Chavez 6/10 Church @ 20 St.
The Deep End	Feature	20	6/30 Larking @ Eddy
The End/The Beginning	TV Commercial	45	3/11 Joice Alley @ Sacramento 3/11 Kearny @ CA 3/11 Market @ Ellis
The Jack Morton Co.	Video	4	1/15 Beach @ Hyde 1/15 Jones @ Jefferson 1/15 Union @ Stockton
The Kenwood Group	Industrial	40	4/6 Mission @ 4 St. 4/8 Natoma @ 10 St.
The Kenwood Group	Industrial	12	2/10 Sansome @ Sutter 2/10 Brannan @ 2 St.
The Kenwood Group	Industrial	8	3/24 Davis @ Vallejo 3/24 Sansome @ Sutter
The Kenwood Group	Industrial	12	3/14 GGPark 3/14 Clement @ 3 St. 3/15 Vamey Place @ 3 St.
The Picture Mill	Feature	20	1/9 Market @ Powell 1/9 Jefferson @ Powell 1/9 Harrison @ Embarcadero 1/9 Grant @ Washington 1/10 Embarcadero @ Green 1/10 Embarcadero @ Bay
The Sharper Image	Stills	6	7/12 Bernal Hill Park

<i>Production Name</i>	<i>Production Type</i>	<i>Crew</i>	<i>Date/Location</i>
The Wedding Planner	Feature	100	3/14 GG Park 3/15 Jefferson @ Hyde 3/16 Taylor @ Pleasant 3/17 California @ Taylor 3/17 Montgomery @ Green 3/18 Taylor @ Pleasant 3/19 Taylor @ Pleasant 3/20 Taylor @ Pleasant 3/24 City Hall 3/27 Legion of Honor 3/29 GG Park 4/5 Jones @ Market
Theodor Productions	Stills	12	6/2 GG Park 6/5 Valencia @ 15 St.
Third Eye Films	Video	6	4/18 Market @ 1 St. 4/19 Union Sq.
Thomas Heinse Studio	Stills	5	7/7 Sutter @ Grant
Thomas Heinser Photo	Stills	5	1/6 King @ 4th St.
Thomas Heinser Photo	Stills	8	4/14 King @ 4 St. 4/14 Kearny @ Columbus
Thomas Heinser Photo	Stills	9	4/22 Mission @ 2 St. 4/22 Octavia @ Jackson
Thomas Heinser Studio	Stills	10	6/30 Grant @ Offarrell
Thomas Heinser Studio	Stills	5	1/28 Lincoln Golf Course 2/2 King @ 4 St.
Thomas Heinser Studio	Stills	5	5/5 Pacific @ Columbus 5/6 Embarcadero @ Front
Thomas Heinser Studio	Stills	4	5/2 25 Zoe St.
Tom Burkhardt Photo	Stills	10	7/24 Legion of Honor
Tool of North America	TV Commercial	50	3/9 Harrison @ Essex 3/9 South Park 3/9 Market @ Montgomery 3/9 Stevenson @ Annie 3/10 Harrison @ Chelsea
Travelling Circus	Video	22	5/13-14 927 Haight 5/20-21 1308 Haight 5/24 Clement @ 6 Ave. 5/25 659 Valencia
Truckstop	Video	8	7/30 Polk @ Eddy 7/30 Mission @ 24 St. 7/31 Powell @ California
Two Roads Media	Documentary	3	6/29 GG Park
United Way	Video	5	3/10 Mission @ 5 St. 3/13 City Hall
USF/Susan Vogel	Student	4	5/16 California @ Kearny
Van Metre Productions	Video	15	4/7 Battery @ Embarcadero

<i>Production Name</i>	<i>Production Type</i>	<i>Crew</i>	<i>Date/Location</i>
VH 1	Video	8	7/25-28 Columbus @ Jones 7/25-28 Embarcadero @ Beach 7/25-28 Columbus @ Lombard 7/25-28 Taylor @ Embarcadero 7/25-28 Broadway @ Kearny
Volo Pictures	Stills	2	3/15 Quincy Alley
Walt Denson	Stills	6	2/10 Spear St.
Walter Urie Photography	Stills	5	3/17 Market @ Front 3/17 Fremont @ Market
Wells Fargo	Industrial	5	4/29 Bryant @ 16 St.
William Mercer Photo	Stills	3	6/22 California @ Sansome
Winkler Advertising	Stills	1	5/20 Twin Peaks Blvd.
X-1 Films	TV Commercial	30	3/31 Lafayette Park 3/31 Montgomery @ Green

FILM AND VIDEO ARTS COMMISSION

ATTACHMENT 2

**"AGREEMENT ISSUED AND FEE COLLECTED"
FROM 1/1/2000 TO 12/31/2000**

**SAN FRANCISCO FILM AND VIDEO ARTS COMMISSION**

401 Van Ness Avenue, Room 417, San Francisco, California, 94102
(415) 554-6244 Fax (415) 554-6503

Agreement Issued and Fee Collected

From 1/1/2000 To 12/31/2000

Production Type Corp/Industrial

Caribiner, Int.
560 Pacific St., SF, CA, 94133, USA

Phone 415/296-8001

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	863	1/13/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Carlsen Marketing
735 Battery Street, SF, CA, 94111, USA

Phone 415/844-2255

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1121	5/31/2000	1	\$100.00	\$600.00	\$0.00	\$700.00

Charles Halpern
482 49th Street, Oakland, CA, 94649, USA

Phone 510/547-8455

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1000	3/28/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

E-Media
500 Squaw Valley Rd., Olympic Valley, CA, 96146, USA

Phone 530/581-0525

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	958	3/4/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Executive Media
PO Box 1160, Truro, Mass, 02666, USA

Phone 508/349-1114

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1136	6/23/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Fat Box Inc.
499 Seaport Ct. Ste. 205, Redwood City, California, 94063, USA

Phone (650) 363-8700

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	971	3/21/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1126	6/16/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Frederickson Television
2735 Hartland Rd., Falls Church, VA, 22043, USA

Phone 703/566-8290

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1333	10/30/2000	2	\$200.00	\$0.00	\$0.00	\$200.00

Goodbye, Silverstein & Partners
720 California Street, San Francisco, CA, 94108, USA

Phone (415)392-0669

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1102	5/22/2000	2	\$200.00	\$0.00	\$0.00	\$200.00

Group X LLC
144 Madison Ave., San Rafael, CA, 94903, USA

Phone 415/491-4346

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1285	9/28/2000	1	\$200.00	\$1,000.00	\$0.00	\$1,200.00

Harambe Production Company
220 Santa Ana Ave., SF, CA, 94127, USA

Phone 415/661-3385

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1358	11/14/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Hotbed Media
555 Florida St. Suite 317, SF, CA, 94110, USA

Phone 415/558-8110

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	888	1/25/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Hype Productions
28 Shaddow Creek, Fairfax, CA, 94930, USA

Phone 415/482-8233

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	962	3/2/2000	2	\$200.00	\$0.00	\$0.00	\$200.00

Insurgency Pictures
2431 Mission St., SF, CA, 94110, USA

Phone 415/826-2291

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1360	11/16/2000	2	\$0.00	\$0.00	\$0.00	\$0.00

Jane Hall Productions
31 Nokomis Ave., San Anselmo, CA, 94960, USA

Phone 415/282-2678

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1301	10/3/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Kaboom Productions
633 battery St. Suite 110, San Francisco, CA, 94111, USA

Phone 415/434-2666

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1158	7/20/2000	1	\$100.00	\$250.00	\$0.00	\$350.00
	897	2/9/2000	2	\$200.00	\$0.00	\$0.00	\$200.00
	919	2/23/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Kaleidoscope
530 Broadway, NY, NY, 10012, USA

Phone 212/219-3200

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1096	5/16/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Los Angles Video Productions
2130 Sawtelle Blvd. #300, LA, CA, 90025, USA

Phone 310/268-9390

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1127	6/13/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

MarchFirst
10443 Bandlely Dr., Cupertino, CA, 95014, USA

Phone 408/861-5600

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1235	8/30/2000	2	\$200.00	\$200.00	\$0.00	\$400.00

McDougall Creative
466 8th Avenue, San Francisco, CA, 94103, USA

Phone 415/344-1188

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1167	7/5/2000	2	\$100.00	\$0.00	\$0.00	\$100.00
	1304	9/27/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1325	10/24/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Mortarotti Ramirez Productions
5960 Broadway Terrace, Oakland, CA, 94618, USA

Phone 510/654-3539

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	841	12/29/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

New Overseas World
1255 Post St. #709, SF, CA, 94109, USA

Phone 415/441-8686

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1128	6/14/2000	3	\$300.00	\$0.00	\$0.00	\$300.00

Nike Inc.
1 Bowerman Dr.Bldg MS-3, Beaverton, Or, 97005, USA

Phone

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1160	7/19/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Ninth House
550 15th St., SF, CA, 94103, USA

Phone 415/551-8255

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1278	9/20/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1019	4/26/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1216	8/7/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Paul Hopkins Productions
19615 27th Ave. NW, Seattle, Washington, 98177, USA

Phone 612/840-7817

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	854	1/21/2000	3	\$300.00	\$250.00	\$0.00	\$550.00

Pedersen Media Group
2 Bryant St. Suite 210, San Francisco, CA, 94105, USA

Phone 415/512-9800

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1020	4/27/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1341	11/6/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1296	10/11/2000	1	\$100.00	\$250.00	\$0.00	\$350.00
	1276	9/19/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1245	9/1/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1086	5/16/2000	1	\$100.00	\$250.00	\$0.00	\$350.00
	1109	6/2/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	974	3/23/2000	1	\$100.00	\$250.00	\$0.00	\$350.00
	865	1/10/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1115	6/1/2000	3	\$250.00	\$750.00	\$0.00	\$1,000.00

Peleton Productions
PO Box 5002, Mill Valley, CA, 94942, USA

Phone 415/383-6237

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1299	10/11/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Planet Grande Pictures
23440 Civic Center Way, Malibu, CA, 90265, USA

Phone 310/317-1545

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	977	3/24/2000	3	\$300.00	\$0.00	\$0.00	\$300.00

Presentation Events
6 School St., Fairfax, CA, 94930, USA

Phone 415/454-6919

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1015	4/12/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Production Group Intl.
2200 Wilson Blvd, Arlington, VA, 22201, USA

Phone 703/528-8484

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	872	1/10/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Quartet Creative Services
10 Arkansas St. Suite 0, SF, CA, 94107, USA

Phone 415/522-1777

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1036	3/29/2000	2	\$100.00	\$0.00	\$0.00	\$100.00

Rice Film Company
118 Kelton Ave, San Carlos, CA, 94070, USA

Phone 650/596-8018

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1387	12/5/2000	4	\$400.00	\$0.00	\$0.00	\$400.00

Rod Gross
621 Begier Ave., San Leandro, CA, 94577, USA

Phone 510/632-2313

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1399	12/7/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

RSA, USA Inc.
634 North La Peer Dr., LA, CA, 90069, USA

Phone 310/659-1577

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1243	9/11/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Spin Pictures
2286 39th Ave, SF, CA, 94116, USA

Phone 415/566-2769

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1294	10/5/2000	2	\$200.00	\$0.00	\$0.00	\$200.00

The Kenwood Group
139 Townsend St Suite 505, San Francisco, CA, 94107, USA

Phone 415/957-5333

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	942	3/9/2000	2	\$200.00	\$0.00	\$0.00	\$200.00
	973	3/23/2000	1	\$100.00	\$250.00	\$0.00	\$350.00
	893	2/8/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1045	3/30/2000	2	\$200.00	\$500.00	\$0.00	\$700.00

Valiant Pictures
11693 San Vincente Blvd, LA, CA, 90049, USA

Phone 310/471-4217

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1352	11/6/2000	1	\$100.00	\$500.00	\$0.00	\$600.00

Wells Fargo Bank

Phone 415/222-8140

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1007	4/19/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

X-1 Films
8630 Pinetree Place, LA, CA, 90069, USA

Phone 310/659-6220

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	987	3/27/2000	1	\$200.00	\$1,100.00	\$0.00	\$1,300.00

Total fees collected for production type Corp/Industrial

\$7,650.00 \$6,150.00 \$0.00 \$13,800.00

Agreement issued for production type Corp/Industrial = 57

Total shoot days for production type Corp/Industrial = 79

Production Type Documentary/Ed

America
12700 Ventura Blvd., Studio City, CA, 91604, USA

Phone 818/655-3247

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
------------------	-------------	-----------	------	----------	--------	----------	-------

1269 9/15/2000 2 \$200.00 \$0.00 \$0.00 \$200.00

Art 21

Phone 212/925-0770

225 Lafayette St., NY, NY, 10012, USA

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	988	3/29/2000	3	\$0.00	\$0.00	\$0.00	\$0.00

BBC Television

Phone 0181 752 5968

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1080	4/25/2000	0	\$100.00	\$0.00	\$0.00	\$100.00
	1397	12/18/2000	1	\$0.00	\$0.00	\$0.00	\$0.00
	1220	8/8/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1244	9/1/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Chedd-Angier Productions

Phone 617/926-8300

70 Coolidge Hill Rd, Watertown, MA, 02472, USA

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1184	7/10/2000	1	\$0.00	\$0.00	\$0.00	\$0.00

Creative Ent. Group

Phone 323/852-4771

8057 Beverly Road, LA, CA, 90048, USA

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1071	5/10/2000	2	\$200.00	\$0.00	\$0.00	\$200.00

CWMNI DA

Phone 01286 685300

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1139	6/21/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Discovery Communications

Phone 301/986-0444

7700 Wisconsin Ave., Bethesda, Maryland, 20814, USA

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1326	10/27/2000	2	\$200.00	\$0.00	\$0.00	\$200.00
	922	2/22/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1314	10/30/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Eric Slade Productions

Phone 415/752-1277

158 Beulah St, SF, CA, 94117, USA

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1298	10/6/2000	1	\$0.00	\$0.00	\$0.00	\$0.00

Film Garden Entertainment

Phone 818/783-3456

4215 Coldwater Canyon Blvd., Studio City, CA, 91604, USA

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1236	8/24/2000	2	\$200.00	\$0.00	\$0.00	\$200.00

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1029	3/14/2000	1	\$0.00	\$0.00	\$0.00	\$0.00

Great North Production

Phone 780/440-2022

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1384	12/12/2000	2	\$200.00	\$0.00	\$0.00	\$200.00

Green HD Productions

Phone 817/860-4086

1174 West Pioneer Pkwy, Arlington, TX, 76013, USA

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1241	9/14/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Interstate 5 Productions

Phone 818/487-7855

3434 Coldwater Canyon Dr., Studio City, CA, 91604, USA

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1240	9/7/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

JWM Productions

Phone 301/891-1769

6930 Carroll Ave., Takoma Prk, Maryland, 20912, USA

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1330	10/31/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

KQED

Phone 415/553-2332

2601 Mariposa Street, SF, CA, 94110, USA

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1328	10/31/2000	1	\$0.00	\$0.00	\$0.00	\$0.00
	1329	10/29/2000	4	\$0.00	\$0.00	\$0.00	\$0.00

KQED, Inc.

Phone 415/553-2856

2601 Mariposa Ave., SF, CA, 94110, USA

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1291	10/17/2000	2	\$0.00	\$0.00	\$0.00	\$0.00

Langley Productions

Phone 310/449-5300

2225 Colorado Ave., Santa Monica, CA, 90404, USA

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	902	2/1/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

MPI

Phone 212/243-7228

49 West 23 Street, NY, NY, 10010, USA

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1073	5/8/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1106	6/6/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Pie Town Productions
3255 Cahnenga Blvd. Suite 300, LA, CA, 90068, USA

Phone 323/851-2333

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1033	4/6/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Principal Films Ltd.

Phone 441719289882

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	915	1/25/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Rapido TV

Phone 44 207 440 5721

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1242	9/7/2000	4	\$400.00	\$0.00	\$0.00	\$400.00

Robin/Tani Media Factory
2332 Abbott Kinney Blvd, Venice, CA, 90291, USA

Phone 310/827-3027

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1247	9/1/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1292	10/9/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Rubin Tarrant Productions
397 Moody Street, Waltham, MA, 62453, USA

Phone 781/647-7227

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1091	5/16/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Subject To Change
PO Box 1161, Occidental, CA, 95465, USA

Phone 707/874-2008

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	909	2/9/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Summer Productions
916 Prince St., Alexandria, VA, 22314, USA

Phone 703/739-9795

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	927	2/23/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1193	8/23/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

The Film History Foundation
650 5th Street, SF, CA, 94107, USA

Phone 415/777-1020

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1272	9/27/2000	1	\$0.00	\$0.00	\$0.00	\$0.00

Two Roads Media
150 West 28th Street, NY, NY, 10001, USA

Phone 212/989-2984

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
------------------	-------------	-----------	------	----------	--------	----------	-------

1134 6/23/2000 1 \$100.00 \$0.00 \$0.00 \$100.00

WGBH Educational Foundation
125 Western Ave, Boston, MA, 02134, USA

Phone 617/300-4251

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1316	10/20/2000	1	\$0.00	\$0.00	\$0.00	\$0.00

Zolar Entertainment

Phone 416/410-4434

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1287	9/9/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Total fees collected for production type Documentary/Ed \$3,600.00 \$0.00 \$0.00 \$3,600.00

Agreement issued for production type Documentary/Ed = 38

Total shoot days for production type Documentary/Ed = 51

Production Type *Feature Film*

20th Century Fox/ Monkeybone
PO Box 900 Bldg. 59, Room 300, Beverly Hills, CA, 90213, USA

Phone 310/826-7641

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1089	5/23/2000	4	\$1,200.00	\$0.00	\$0.00	\$1,200.00

40 Days, 40 Nights
39 Mesa St, SF, CA, 94129, USA

Phone 415/345-5000

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1289	9/29/2000	5	\$1,500.00	\$3,000.00	\$0.00	\$4,500.00

Bedazzled
10201 North Pico Blvd., LA, CA, 90035, USA

Phone 310/369-3634

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1056	3/20/2000	7	\$2,100.00	\$12,000.00	\$0.00	\$14,100.00
	1223	8/11/2000	1	\$300.00	\$250.00	\$0.00	\$550.00

Bob Partners

Phone 011852123147198

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1001	3/5/2000	15	\$2,000.00	\$5,000.00	\$0.00	\$7,000.00

Bottom of the Ninth/The Princess Diaries
3400 West Alameda Ave, Burbank, CA, 91505, USA

Phone 818/953-4888

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1290	9/13/2000	12	\$3,600.00	\$15,000.00	\$0.00	\$18,600.00

Brickyard Films
632 Brickyard Dr., Sacramento, CA, 95831, USA

Phone 11/13/2000

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
------------------	-------------	-----------	------	----------	--------	----------	-------

Complete Pandemonium/ Haiku Tunnel LLC
255 Kansas Street, SF, CA, 94103, USA

Phone 415/255-4666

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1234	8/25/2000	18	\$400.00	\$0.00	\$0.00	\$400.00

Crew You
30 Echo Lane, Piedmont, CA, 94618, USA

Phone 510/595-4028

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	989	3/19/2000	3	\$200.00	\$0.00	\$0.00	\$200.00

Further Tales Productions

Phone 932/2336

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1175	7/12/2000	3	\$900.00	\$1,500.00	\$0.00	\$2,400.00

High Crimes
10201 West Pico Blvd, LA, CA, 90035, USA

Phone 323/468-3900

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1404	11/17/2000	12	\$3,600.00	\$0.00	\$0.00	\$3,600.00

Mango Me
2658 Griffith Prk Blvd, LA, CA, 90039, USA

Phone 323/549-5376

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1402	11/7/2000	8	\$400.00	\$0.00	\$0.00	\$400.00

Mirage Media
1301 Post Street, SF, CA, 94109, USA

Phone 415/495-3477

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1123	6/5/2000	3	\$150.00	\$250.00	\$0.00	\$400.00

Parker Film Co.
1101 5th St. Suite 150, San Rafael, CA, 94901, USA

Phone 415/456-4465

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	870	1/18/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Rollerball

Phone 450/979-3114

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1403	12/4/2000	7	\$2,100.00	\$18,600.00	\$0.00	\$20,700.00

Seraphim Pictures/Momentum Films/Never Night
311 Ocean Ave. Suite 101, Santa Monica, CA, 90402, USA

Phone 310/395-7522

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1209	7/31/2000	5	\$500.00	\$0.00	\$0.00	\$500.00

Serendipity
11 Beach St, NY, NY, 10013, USA

Phone 212/603-1306

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1308	10/4/2000	1	\$300.00	\$0.00	\$0.00	\$300.00

Skeleton Woman
1669 Florida St., SF, CA, 94110, USA

Phone 415/821-7012

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	940	3/9/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Slant Rhyme
2141 Clement St., SF, CA, 94121, USA

Phone 415/666-3727

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1394	12/28/2000	2	\$0.00	\$0.00	\$0.00	\$0.00
	1337	11/5/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Solaris Films
158 Sanchez St., SF, CA, 94114, USA

Phone 510/967-3159

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1233	8/8/2000	8	\$0.00	\$0.00	\$0.00	\$0.00

Soul Purpose
1201 West 5th St., LA, CA, 90017, USA

Phone 213/534-3020

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1375	11/20/2000	4	\$400.00	\$250.00	\$0.00	\$650.00

Sweet November
39 Mesa Street Suite 3, Presidio, SF, CA, 94129, USA

Phone 415/345-5004

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	984	3/24/2000	1	\$8,100.00	\$0.00	\$0.00	\$8,100.00

Technolust
147 10th St., SF, CA, 94103, USA

Phone 415/401-1114

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1377	11/21/2000	7	\$700.00	\$0.00	\$0.00	\$700.00

The Deep End
917 Bryant Street, SF, CA, 94103, USA

Phone 415/703-0163

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1138	6/28/2000	1	\$50.00	\$0.00	\$0.00	\$50.00

The Wedding Planner
100 East Cedar Ave, Burbank, CA, 91502, USA

Phone 818/260-0488

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	968	3/1/2000	11	\$4,800.00	\$17,238.84	\$0.00	\$22,038.84
	1112	5/30/2000	2	\$600.00	\$0.00	\$0.00	\$600.00

Total fees collected for production type Feature Film
 Agreement issued for production type Feature Film = 27
 Total shoot days for production type Feature Film = 146

\$34,500.00 \$73,088.84 \$0.00 \$107,588.84

Production Type *Other*

The Picture Mill
 5620 Hollywood Blvd., Hollywood, CA, 90028, USA

Phone 323/465-8800

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	847	1/7/2000	2	\$200.00	\$250.00	\$0.00	\$450.00

Total fees collected for production type *Other*
 Agreement issued for production type *Other* = 1
 Total shoot days for production type *Other* = 2

\$200.00 \$250.00 \$0.00 \$450.00

Production Type *Production*

Amperсанд Pictures
 1150 Union Street, SF, CA, 94118, USA

Phone 415/292-5008

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1125	5/20/2000	4	\$100.00	\$250.00	\$0.00	\$350.00

Carbo Films
 2032 Broadway, Santa Monica, CA, 90404, USA

Phone 310/503-0136

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1070	5/9/2000	2	\$200.00	\$0.00	\$0.00	\$200.00

Coyote @ 111
 111 Vallejo St., SF, CA, 94111, USA

Phone 415/954-0954

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1284	9/28/2000	1	\$0.00	\$0.00	\$0.00	\$0.00

Eric Blyer
 1679 Broderick #3, SF, CA, 94115, USA

Phone 415/673-6124

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	923	2/10/2000	4	\$0.00	\$0.00	\$0.00	\$0.00

FM Rocks
 1351 3rd Street, Santa Monica, CA, 90401, USA

Phone 310/587-1501

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1271	9/28/2000	2	\$200.00	\$0.00	\$0.00	\$200.00

I Werks
 4540 West Valerio St., Burbank, CA, 91505, USA

Phone 818/840-9656

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	931	2/25/2000	1	\$100.00	\$1,000.00	\$0.00	\$1,100.00

Kaboom Productions
633 battery St. Suite 110, San Francisco, CA, 94111, USA

Phone 415/434-2666

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1227	8/16/2000	1	\$0.00	\$250.00	\$0.00	\$250.00

KGO/Channel 7
900 Front Street, SF, CA, 94111, USA

Phone 415/954-7728

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1198	8/25/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

KTVU - Cox Enterprises
PO Box 105357, Atlanta, GA, 30348, USA

Phone 510/874-0131

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1185	7/21/2000	2	\$200.00	\$0.00	\$0.00	\$200.00

Last Nerve Films/Valiant Pics
515 O'Farrell St., SF, CA, 94102, USA

Phone 415/922-5079

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1266	9/7/2000	4	\$0.00	\$0.00	\$0.00	\$0.00

Piper Productions
26 West 17th St. 3rd Floor, NY, NY, 10011, USA

Phone 212/352-1999

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1274	9/14/2000	1	\$200.00	\$0.00	\$0.00	\$200.00

Reel Roach Production

Phone 415/564-1064

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1171	7/10/2000	2	\$40.00	\$0.00	\$0.00	\$40.00

Scott Rothman/Complex
742 46th Ave., SF, CA, 94121, USA

Phone 415/752-4323

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1174	7/18/2000	4	\$0.00	\$0.00	\$0.00	\$0.00

Seduced and Exploited Prod.
431 Guerrero St., SF, CA, 94110, USA

Phone 415/436-9951

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	875	1/19/2000	1	\$50.00	\$0.00	\$0.00	\$50.00

Stiefel and Co.
1040 North Las Palmas, Hollywood, CA, 90038, USA

Phone 213/465-8989

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1217	8/4/2000	2	\$0.00	\$950.00	\$0.00	\$950.00

Traveling Circus Productions
1308 Haight Street, SF, CA, 94117, USA

Phone 415/355-9455

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1004	4/25/2000	8	\$100.00	\$0.00	\$0.00	\$100.00

Truckstop Pictures
859 West 36th Street, Baltimore, MD, 21211, USA

Phone 410/243-0071

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1176	7/28/2000	2	\$0.00	\$0.00	\$0.00	\$0.00

Total fees collected for production type Production \$1,290.00 \$2,450.00 \$0.00 \$3,740.00
Agreement issued for production type Production = 17
Total shoot days for production type Production = 42

Production Type Still Photography

2D Productions
549 Broadway, NY, NY, 10013, USA

Phone 917/578-9386

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	935	2/29/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

3 Business Services
519 Laguna, SF, CA, 94102, USA

Phone 415/701-9170

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1069	4/8/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Acme Photoworks
160 Victor St., San Francisco, CA, 48203, USA

Phone 313/869-9040

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	903	2/2/2000	1	\$100.00	\$250.00	\$0.00	\$350.00

Alan Purcell
335 Powell St, SF, CA, 94102, USA

Phone 415/398-2848

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1311	10/19/2000	1	\$100.00	\$250.00	\$0.00	\$350.00

Ambrosi & Assoc.
1100 West Washington, Chicago, IL, 60607, USA

Phone 312/666-9200

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1178	7/24/2000	2	\$200.00	\$0.00	\$0.00	\$200.00

Andrew Martin Photography
1035 West Lake Street, Chicago, IL, 60607, USA

Phone 312/282-2200

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1385	12/19/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Ann Summa Photography
513 Molino St, LA, CA, 90013, USA

Phone 213/680-1563

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	970	3/21/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Arts and Crafts
252 West 30th Street, NY, NY, 10001, USA

Phone 212/244-3605

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	983	2/28/2000	2	\$200.00	\$600.00	\$0.00	\$800.00

Barry Gnyp Photography

Phone 604/874-2220

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1205	8/14/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

BBW Magazine
PO Box 1297, Elk Grove, CA, 95759, USA

Phone 916/684-7904

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	873	1/6/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Ben Watts Photography
156 Fifth Ave. Room 420, NY, NY, 10011, USA

Phone 415/337-7442

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1090	5/24/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Bill Zemanek
165 8th Street #302, SF, CA, 94103, USA

Phone 415/861-5557

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	842	1/3/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1163	7/5/2000	2	\$200.00	\$0.00	\$0.00	\$200.00

Bob Adler
33 Ellert St., SF, CA, 94110, USA

Phone 415/6952867

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1003	4/26/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Bradford Noble
330 Haven #6H, NY, NY, 10033, USA

Phone 212/543-0111

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1310	10/17/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Brauneis Photography
552 Montford Ave., Mill Valley, CA, 94941, USA

Phone 415/383-6818

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1318	10/25/2000	2	\$200.00	\$0.00	\$0.00	\$200.00

Brian Howard for Production
5410 Wilshire Blvd., LA, CA, 90036, USA

Phone 323/937-1505

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1376	11/29/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Butler Photography
923 Harrison Street, SF, CA, 94107, USA

Phone 415/777-1656

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	997	3/23/2000	2	\$200.00	\$0.00	\$0.00	\$200.00

Casado, Inc.
477 Bryant St., SF, CA, 94107, USA

Phone 415/284-0164

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	920	2/18/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	995	3/29/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1312	10/20/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Cesar Rubio
2565 3rd St., SF, CA, 94107, USA

Phone 415/550-6369

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1065	5/10/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Chambers-Williams Sonoma
3250 Van Ness Ave, SF, CA, 94109, USA

Phone 415/616-8675

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1356	11/13/2000	2	\$300.00	\$0.00	\$0.00	\$300.00

Chip Simons Photography
4 Meriam Dr., San Rafael, CA, 94903, USA - - - -

Phone 415/492-0212

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1135	6/28/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Chris Wahlberg
2660 Third St., SF, CA, 94107, USA

Phone 415/821-6906

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1021	4/20/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1084	5/9/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1044	4/11/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1048	4/6/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Chris Woodrow Photo
222 Cole Street, SF, CA, 94117, USA

Phone 415/386-4486

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	860	1/20/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Christopher Irion Photography
1131 Tennessee St, SF, CA, 94107, USA

Phone 415/643-8986

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1075	5/4/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1320	10/19/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1393	12/6/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Clang Photography
400 Chambers St. #18H, NY, NY, 10282, USA

Phone 212/393-9399

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1259	9/7/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Code Magazine
8484 Wilshire Blvd., Beverly Hills, CA, 90211, USA

Phone 323/651-5400

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1202	8/15/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Curt Fisher
329 Bryant St, SF, CA, 94107, USA

Phone 415/974-5568

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1319	10/25/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Dan Escobar
218 A Clara, SF, CA, 94107, USA

Phone 415/777-0916

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1087	5/12/2000	3	\$300.00	\$0.00	\$0.00	\$300.00
	1182	7/20/2000	2	\$200.00	\$0.00	\$0.00	\$200.00
	1213	8/10/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Dan Mitchell Photography
21 Muslik, Irvine, CA, 92618, USA

Phone 949/699-2424

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1239	8/22/2000	3	\$300.00	\$0.00	\$0.00	\$300.00

Daniel De Souza Photography
185 Clara Street, SF, CA, 94107, USA

Phone 415/777-3273

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	979	3/24/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	848	1/5/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	864	1/12/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Daniel Proctor Photography

Phone 415/931-1515

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1197	8/24/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	960	3/3/2000	6	\$600.00	\$500.00	\$0.00	\$1,100.00

David Emmite Photography
615 Se Alder Rd., Portland, OR, 97214, USA

Phone 503/239-5135

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1006	4/20/2000	2	\$200.00	\$0.00	\$0.00	\$200.00

David Madison Photo
3 Tynan Way, Portola Valley, CA, 94028, USA

Phone 650/851-7324

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1043	4/11/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1192	7/26/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

David Magnusson Photo
Pier 70, Noonon Bldg., SF, CA, 94107, USA

Phone 415/621-0798

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1032	4/12/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

David Maisel Photography
100 Ebtide Ave. Bldg 4, Studio 10, Sausalito, CA, 94965, USA

Phone 415/331-8383

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1398	12/6/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

David Powers Photography
2699 18th Street, SF, CA, 94110, USA

Phone 415/641-7766

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1207	8/2/2000	1	\$50.00	\$0.00	\$0.00	\$50.00

DeWitt & Carver
515 Canal Street, NY, NY, 10013, USA

Phone 212/247-9577

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1179	7/20/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Digital Recorders, Inc.
4018 Patriot Dr., Research Triangle Pk, NC, 27709, USA

Phone 919/361-2155

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	929	2/23/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Eddie Bauer
15010 NE 36th St., Redmond, WA, 98037, USA

Phone 425/882-6100

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1226	8/1/2000	6	\$600.00	\$0.00	\$0.00	\$600.00
	1306	10/6/2000	4	\$400.00	\$0.00	\$0.00	\$400.00

1324	10/18/2000	5	\$500.00	\$0.00	\$0.00	\$500.00
992	3/17/2000	3	\$300.00	\$0.00	\$0.00	\$300.00

EF Marton
4051 Glencoe Ave. Suite 14, Marina Del Rey, CA, 90292, USA

Phone 949/581-5384

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	911	2/4/2000	2	\$200.00	\$0.00	\$0.00	\$200.00

Elena Dorfman
2301 Harrison St., SF, CA, 94110, USA

Phone 415/647-6901

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1063	5/12/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Eric Millette
656 2nd Ave., SF, CA, 94118, USA

Phone 415/750-9999

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1177	7/24/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Eric O'Connell Photography
420 Montclair Dr. NE, Albuquerque,, NM, 87108, USA

Phone 505-266-4584

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1038	3/31/2000	1	\$200.00	\$0.00	\$0.00	\$200.00

Erickson Productions
414 Austin St., San Francisco, CA, 94109, USA

Phone 415/928-5588

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1279	9/21/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	946	3/7/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	866	1/12/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	943	3/10/2000	1	\$100.00	\$250.00	\$0.00	\$350.00

Fifth and Sunset
12322 Exposition Blvd., West Los Angeles, CA, 90064, USA

Phone 310/979-0212

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1040	4/10/2000	1	\$100.00	\$550.00	\$0.00	\$650.00

Folded Edge
999 Peachtree Street, Atlanta, GA, 30309, USA

Phone 404/888-9975

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1133	6/23/2000	8	\$800.00	\$0.00	\$0.00	\$800.00

Francis Monzie Productions, Inc.
826 Broadway S. 422, New York, NY, 10003, USA

Phone 212/475-7722

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	892	1/19/2000	3	\$300.00	\$250.00	\$0.00	\$550.00

George Kavanagh
639 Excelsior Ave, SF, CA, 94112, USA

Phone 415/337-7442

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1407	11/29/2000	2	\$200.00	\$0.00	\$0.00	\$200.00

Goff Photography
358 Brannan St., SF, CA, 94107, USA

Phone 415/777-3700

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1344	11/8/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Hachette Filipacchi Magazine
1633 Broadway, 44 Floor, NY, NY, 10019, USA

Phone 212/767-5990

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	881	1/28/2000	1	\$100.00	\$250.00	\$0.00	\$350.00

Harolds Store
5919 Maple Ave., Dallas, TX, 75232, USA

Phone 214/366-0600

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1149	7/3/2000	5	\$500.00	\$0.00	\$0.00	\$500.00

Hart Productions, Inc.
780 Bryant St., SF, CA, 94107, USA

Phone 415/495-4278

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	906	2/14/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Heather Monahan Photography

Phone 641-1103

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	895	2/9/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1254	8/31/2000	1	\$100.00	\$250.00	\$0.00	\$350.00

Heimo Inc.
530 Hampshire #406, San Francisco, CA, 94110, USA

Phone 415/621-8260

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1025	4/17/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1342	11/7/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Hunter Freeman Studio
152 Mississippi, San Francisco, CA, 94107, USA

Phone 415/252-1910

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	944	3/6/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1343	11/2/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1307	10/9/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1253	9/6/2000	1	\$100.00	\$500.00	\$0.00	\$600.00
	1252	9/8/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1022	4/19/2000	2	\$200.00	\$250.00	\$0.00	\$450.00

Inscope, Inc.
717 South Victory Blvd., Burbank, CA, 91502, USA

Phone 818/842-2566

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	858	1/20/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Institutional Financing
5100 Park Rd., Benicia, CA, 94510, USA

Phone 707/747-2144

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1188	7/26/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Integrated Communications LTD

Phone 4402079277060

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1204	8/15/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

James Chiang
1097 Howard St., SF, CA, 94102, USA

Phone 415/551-2333

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	994	3/29/2000	1	\$50.00	\$0.00	\$0.00	\$50.00

James Schnef Photography
5543 Hamilton Road, Cedarburg, WI, 53012, USA

Phone 262/375-2600

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	880	1/31/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Jaydee Reeves Photography
242 Evergreen Ave, Mill Valley, CA, 94941, USA

Phone 415/388-0343

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1338	11/7/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

JM Reed
721 32nd Ave., SF, CA, 94121, USA

Phone 415/668-4063

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	961	3/2/2000	1	\$0.00	\$0.00	\$0.00	\$0.00

Jock McDonald Photography
46 Gilbert St., San Francisco, CA, 94103, USA

Phone 415/621-0492

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	862	1/18/2000	3	\$300.00	\$0.00	\$0.00	\$300.00
	1224	8/9/2000	2	\$200.00	\$0.00	\$0.00	\$200.00
	1364	11/29/2000	2	\$200.00	\$0.00	\$0.00	\$200.00

Joe Jacobs Photography
650 Alabama St, SF, CA, 94110, USA

Phone 415/648-9100

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1392	12/4/2000	1	\$100.00	\$275.00	\$0.00	\$375.00

Joel Grimes
301 Howard Street, SF, CA, 94105, USA

Phone 415/957-0242

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1093	5/19/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

John Branscombe Photography
1367 7th Ave, SF, CA, 94122, USA

Phone 415/664-8765

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1263	8/29/2000	1	\$50.00	\$0.00	\$0.00	\$50.00

John Madere
15 Swanswood Lane, Old Lyme, CT, 06371, USA

Phone 860/434-3338

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1317	10/27/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

John Oliver Productions
576 N. Windsor Blvd., LA, CA, 90004, USA

Phone 323/962-7799

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1231	8/7/2000	3	\$300.00	\$1,000.00	\$0.00	\$1,300.00

Jump Magazine - Weider Publications
21100 Erwin St, Woodland Hills, CA, 91367, USA

Phone 818/226-0170

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1200	8/21/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Kaboom Productions
633 battery St. Suite 110, San Francisco, CA, 94111, USA

Phone 415/434-2666

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1085	5/4/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Kalaw Photography
2565 3rd Street #303, SF, CA, 94107, USA

Phone 415/550-1502

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	937	3/15/2000	1	\$0.00	\$0.00	\$0.00	\$0.00

Kingmond Young Photography
416 Cortland Ave., SF, CA, 94110, USA

Phone 415/206-1680

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1260	9/15/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Lands End
5A Lands End Lane, Dodgeville, WI, 53595, USA

Phone 608/935-4672

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	975	3/21/2000	6	\$600.00	\$1,200.00	\$0.00	\$1,800.00

Lawfer Creative
96 Cliff Road, Milton, MA, 02186, USA

Phone 617/696-0080

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1354	11/3/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

LeBon Studios
20434 South Santa Fe Ave, Long Beach, CA, 90810, USA

Phone 310/637-7200

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1195	8/17/2000	1	\$100.00	\$250.00	\$0.00	\$350.00

Lee Crum Photographers
347 Camp St., New Orleans, LA, 70115, USA

Phone 323/804-8564

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1368	11/26/2000	4	\$400.00	\$0.00	\$0.00	\$400.00

Maconochie Photography

Phone 11441714393159

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	908	2/15/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1120	6/2/2000	3	\$300.00	\$0.00	\$0.00	\$300.00
	1140	6/22/2000	3	\$300.00	\$0.00	\$0.00	\$300.00

Mark Berger Photography
244 Los Angeles Blvd., San Anselmo, CA, 94960, USA

Phone 415/453-7178

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1382	12/13/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Mark Selliger Photography
162 Chames St., NY, NY, 10014, USA

Phone 212/929-7550

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1095	5/19/2000	1	\$100.00	\$250.00	\$0.00	\$350.00

Menuetz Pictures
P.O. Box 2284, Sausalito, CA, 94966, USA

Phone 415/381-1515

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1162	7/19/2000	2	\$0.00	\$0.00	\$0.00	\$0.00
	1165	7/7/2000	1	\$50.00	\$0.00	\$0.00	\$50.00
	1039	4/4/2000	3	\$300.00	\$0.00	\$0.00	\$300.00
	1281	9/28/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1169	7/7/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1251	9/15/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1250	9/14/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1249	9/14/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1225	8/8/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1215	8/18/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1277	9/20/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1212	8/16/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1131	6/16/2000	2	\$200.00	\$0.00	\$0.00	\$200.00
	1108	6/8/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1101	5/24/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1081	4/28/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	846	1/4/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1183	7/28/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1180	7/24/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Michael Johnson Photo
325 Wilson Way, Larkspur, CA, 94939, USA

Phone 415/927-4500

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	917	2/28/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	936	3/20/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Michael Martin Photography
646 Kennedy 205, Oakland, CA, 94606, USA

Phone 415/377-8332

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1196	8/23/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Michael McLaughlin
594 Broadway, NY, NY, 10012, USA

Phone 212/219-1269

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1076	5/3/2000	3	\$300.00	\$0.00	\$0.00	\$300.00

Michele Clement Studios INC.
879 Florida St., San Francisco, CA, 94110, USA

Phone 415/695-0100

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	918	2/24/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Michelle Clement Studio's
879 Florida St., SF, CA, 94110, USA

Phone 415/695-0100

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	868	1/18/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1050	4/3/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1164	7/11/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Mid Coast Studio
2616 Industrial Row, Troy, MI, 48084, USA

Phone 248/761-3868

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1331	10/25/2000	2	\$200.00	\$250.00	\$0.00	\$450.00

Mika Manninem of Theodor Productions
714 Starlight Heights Dr., LA, CA, 91011, USA

Phone 818/790-5102

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1083	5/4/2000	1	\$100.00	\$250.00	\$0.00	\$350.00

Mizono Studio
150 Mississippi St, San Francisco, CA, 94107, USA

Phone 415/575-3933

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	921	2/15/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	993	3/29/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Momentum Films
2401A Waterman, Suite 4156, Fairfield, CA, 94533, USA

Phone 415/732-6164

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1348	11/9/2000	3	\$300.00	\$0.00	\$0.00	\$300.00

Musilek, Inc.
1224 Mariposa Ave., SF, CA, 94107, USA

Phone 415/621-5336

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	982	3/28/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1161	7/18/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1367	11/16/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

MXG Media
111N. Sepuludea Blvd., Manhattan Beach, CA, 90266, USA

Phone 310/379-8303

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1074	4/11/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Nick Pardo
7 Riveredge Rd., Mansfield, MA, 02048, USA

Phone 508/261-1287

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	969	3/21/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Nike Inc.
1 Bowerman Dr.Bldg MS-3, Beaverton, Or, 97005, USA

Phone

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1275	9/19/2000	2	\$200.00	\$0.00	\$0.00	\$200.00

Nordstrom
1617 6th Ave Suite 700, Seattle, WA, 98101, USA

Phone 206/373-3000

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	896	2/9/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1366	11/21/2000	1	\$50.00	\$0.00	\$0.00	\$50.00

Pandemonium
255 Kansas St, SF, CA, 94110, USA

Phone 415/255-4666

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1288	9/25/2000	1	\$50.00	\$0.00	\$0.00	\$50.00

Paradise Fish
636 North Robertson Blvd., Hollywood, CA, 90069, USA

Phone 310/360-7373

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1353	10/31/2000	2	\$200.00	\$0.00	\$0.00	\$200.00

Paul Elledge
1808 W. Grand Ave., Chicago, IL, 60622, USA

Phone 312/733-8021

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1072	5/7/2000	5	\$500.00	\$0.00	\$0.00	\$500.00

Pedersen Media Group
2 Bryant St. Suite 210, San Francisco, CA, 94105, USA

Phone 415/512-9800

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1110	6/5/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Photo Disc
1000 Lenora Ave., Seattle, WA, 98121, USA

Phone 206/695-3505

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1014	4/17/2000	3	\$300.00	\$250.00	\$0.00	\$550.00

Photo Group Productions
88 Lexington, NY, NY, 10016, USA

Phone 212/213-9539

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	926	2/15/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	871	1/17/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Pierre Entertainment
1164 South La Brea Ave, LA, CA, 90019, USA

Phone 818/347-9929

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1028	4/10/2000	4	\$400.00	\$250.00	\$0.00	\$650.00

PMC Los Angeles
710 Wilshire Blvd., Santa Monica, CA, 90401, USA

Phone 310/656-3255

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1031	4/12/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Projective
752 Clementina St, SF, CA, 94103, USA

Phone 415/437-1995

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1114	6/1/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1129	6/9/2000	3	\$300.00	\$0.00	\$0.00	\$300.00
	1049	4/3/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1041	4/13/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1016	4/28/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1363	11/29/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Purcilly Productions
1701 Castillo, Santa Barbara, CA, 93101, USA

Phone 805/898-3941

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1118	5/30/2000	2	\$200.00	\$0.00	\$0.00	\$200.00

Qas Productions
1731 Reynolds Ave., Irvine, CA, 92614, USA

Phone 310/399-5111

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1099	5/23/2000	1	\$100.00	\$250.00	\$0.00	\$350.00
	1401	12/1/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Quixote Productions
1011 North Fuller Ave., West Hollywood, CA, 90046, USA

Phone 323/851-5030

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1062	5/15/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Red Planet
846 North Cahuenga Blvd. Suite a104, Hollywood, CA, 90038, USA

Phone 323/993-5661

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1132	6/13/2000	3	\$300.00	\$500.00	\$0.00	\$800.00

Richard Eskite Photography
2325 3rd Street, SF, CA, 94107, USA

Phone 415/626-9606

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	887	1/24/2000	2	\$200.00	\$0.00	\$0.00	\$200.00

Richard Seagraves

Phone 415/499-8680

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	985	3/29/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1143	6/28/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Richard Wahlstrom
650 Alabama, SF, CA, 94110, USA

Phone 415/550-1400

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
------------------	-------------	-----------	------	----------	--------	----------	-------

Rick Graves Photography
441 East Columbine Suite H, Santa Ana, CA, 92707, USA

Phone 562/434-7577

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	978	3/18/2000	4	\$400.00	\$500.00	\$0.00	\$900.00

Rick Russing Photography
1555 West University Dr., Tempe, AZ, 85281, USA

Phone 818/347-9929

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	957	3/2/2000	3	\$300.00	\$250.00	\$0.00	\$550.00

RJ Muna Pictures
225 Industrial St., SF, CA, 94124, USA

Phone 415/468-8225

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1257	8/30/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Robert Mizono INC.
150 Mississippi, San Francisco, CA, 94107, USA

Phone (415)575-3933

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1130	6/14/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Ron Berg Photography
1525 Grand Blvd., Kansas City, MO, 64108, USA

Phone 816/842-8480

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1232	8/1/2000	2	\$200.00	\$0.00	\$0.00	\$200.00

Rosenberg Photography
1140 Walsh Ave., Santa Clara, CA, 95050, USA

Phone 408/9868484

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1206	8/1/2000	1	\$100.00	\$106.00	\$0.00	\$206.00

Rusing Photography
1555 W. University Dr. #106, Tempe, AZ, 85281, USA

Phone (602) 967-1864

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1098	5/22/2000	2	\$200.00	\$0.00	\$0.00	\$200.00

Scogin Mayo Photo
413 North Bishop, Dallas, TX, 75208, USA

Phone 214/941-0663

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	924	2/17/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Scott Peterson Photography

Phone 415/285-5112

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1210	8/25/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Seamus Photography
816 York, SF, CA, 94110, USA

Phone 415/821-1315

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1005	4/24/2000	1	\$0.00	\$0.00	\$0.00	\$0.00

Seawell Photography
2565 3rd St., San Francisco, CA, 94107, USA

Phone 415/550-1807

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1166	7/6/2000	1	\$100.00	\$250.00	\$0.00	\$350.00
	1255	9/5/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1258	9/11/2000	1	\$50.00	\$0.00	\$0.00	\$50.00

Seventeen Magazine
850 3rd Ave., New York, NY, 10022, USA

Phone

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1256	9/8/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1116	6/1/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

SF Jazz
3 Embarcadero, SF, CA, 94107, USA

Phone 415/398-5655

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1068	5/2/2000	2	\$200.00	\$0.00	\$0.00	\$200.00

Sharen Beals
1 Enterprise St., SF, CA, 94110, USA

Phone 415/647-6494

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1060	5/15/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Sims Boynton Photography
1000 SE 94th Ave, Vancouver, WA, 98664, USA

Phone 360/737-0464

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1386	12/12/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Starlight Production
6556 SW 132 Court Circle, Miami, FL, 33183, USA

Phone 305/725-0188

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1155	7/13/2000	2	\$200.00	\$0.00	\$0.00	\$200.00

Stephanie Rausser
4053 Harlan Street Suite 203, Emeryville, CA, 94608, USA

Phone 510/985-1384

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	851	1/6/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Steve Hix Photography
84 Keats Drive, Mill Valley, CA, 94941, USA

Phone 415/388-3554

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
------------------	-------------	-----------	------	----------	--------	----------	-------

1066	5/8/2000	2	\$200.00	\$0.00	\$0.00	\$200.00
1103	5/22/2000	2	\$200.00	\$0.00	\$0.00	\$200.00
1107	6/8/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Steve Peixotto
212 Belle Ave #2, San Rafael, CA, 94901, USA

Phone 415/459-4833

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1159	7/18/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Steve White
109 2nd, Miami, FL, 33139, USA

Phone 305/798-1149

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1173	7/13/2000	2	\$200.00	\$0.00	\$0.00	\$200.00

Stuart Schwartz Photography
522 Pixie Trail, Mill Valley, CA, 94941, USA

Phone 415/388-1760

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	885	1/27/2000	2	\$200.00	\$0.00	\$0.00	\$200.00

Studio 3, Inc.
PO Box 5063, Portland, OR, 97208, USA

Phone 503/238-1748

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1261	8/22/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Susan Burdick Photography
130 Albion Street, SF, CA, 94110, USA

Phone 415/701-9531

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1237	8/31/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Susan Vogel Photography / USF
2130 Fulton St., SF, CA, 94117, USA

Phone 415/422-2698

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1064	5/12/2000	1	\$0.00	\$0.00	\$0.00	\$0.00

Sven Wiederholt Photography
880 Harrison Photography, SF, CA, 94107, USA

Phone 415/543-4691

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1332	11/1/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

The Haggin Group
489 Miller Ave., Mill Valley, CA, 94941, USA

Phone 415/381-1112

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1211	8/22/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

The Sharper Image
650 Davis Street, SF, CA, 94111, USA

Phone 415/445-6088

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1222	8/14/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1168	7/6/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Theodor Productions
1301 Oak Circle Dr., Glendale, CA, 91208, USA

Phone 818/542-6636

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1119	6/1/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Thomas Heinser Studio
25 Zoe St., San Francisco, CA, 94107, USA

Phone 415/495-0365

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1142	6/28/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1170	7/5/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1082	5/3/2000	1	\$200.00	\$0.00	\$0.00	\$200.00
	1079	5/1/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1042	4/10/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1023	4/17/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	879	1/27/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	845	1/4/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Tom Burkhart Photography
32049 Milton Ave, Madison Heights, MI, 48071, USA

Phone 800/248-7856

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1187	7/14/2000	2	\$200.00	\$250.00	\$0.00	\$450.00

Tošca Radigonda Photography
1020 S. Wabash 6A, Chicago, IL, 60605, USA

Phone 415/499-9222

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1265	9/18/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Volo Pictures
330 Presidio Ave #4, San Francisco, CA, 94115, USA

Phone 415/922-5304

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1297	10/16/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Walt Denson
212 Bay Vista Circle, Sausalito, CA, 94965, USA

Phone 415/331-5555

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	901	2/7/2000	1	\$100.00	\$250.00	\$0.00	\$350.00
	1300	10/2/2000	1	\$100.00	\$250.00	\$0.00	\$350.00

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	965	2/29/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Wella Corporation
12 Mercedes Dr., Montvale, NJ, 07645, USA

Phone 201/930-1020

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1058	3/27/2000	2	\$200.00	\$0.00	\$0.00	\$200.00

William Mercer McCleod Photo
333 Lexington St., SF, CA, 94110, USA

Phone 415/550-7576

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1137	6/20/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Williams Sonoma, Inc.
3250 Van Ness, SF, CA, 94102, USA

Phone 415/421-7900

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1286	9/21/2000	3	\$300.00	\$0.00	\$0.00	\$300.00

Total fees collected for production type Still Photography	\$32,850.00	\$10,481.00	\$0.00	\$43,331.00
Agreement issued for production type Still Photography = 226				
Total shoot days for production type Still Photography = 335				

Production Type *Student*

40th Ave Pictures
548 40th Ave., SF, CA, 94121, USA

Phone 415/386-5129

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1146	7/10/2000	3	\$0.00	\$0.00	\$0.00	\$0.00

Academy of Art College
4175 Mountain View, Oakland, CA, 94605, USA

Phone 510/635-6499

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1100	5/24/2000	2	\$0.00	\$0.00	\$0.00	\$0.00

Academy of Art College/Isaac Sanfir
79 New Montgomery St, SF, CA, 94105, USA

Phone 415/595-1120

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	855	1/21/2000	3	\$0.00	\$0.00	\$0.00	\$0.00

Academy of Art/21st Century
180 New Montgomery, SF, CA, 94102, USA

Phone 415/378-4582

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	990	3/30/2000	6	\$0.00	\$0.00	\$0.00	\$0.00

Academy of Art/Angela Yuan Su
79 New Montgomery St., SF, CA, 94107, USA

Phone 415/440-3082

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1012	4/18/2000	1	\$0.00	\$0.00	\$0.00	\$0.00

Academy of Art/David Nii
79 New Montgomery, SF, CA, 94102, USA

Phone 415/274-8663

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1151	7/7/2000	2	\$0.00	\$0.00	\$0.00	\$0.00

Academy of Art/Donna Bernardo
79 New Montgomery, SF, CA, 94105, USA

Phone 415/274-2200

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1347	11/9/2000	1	\$0.00	\$0.00	\$0.00	\$0.00

Academy of Art/Eric Koester
79 New Montgomery, SF, CA, 94105, USA

Phone 415/274-2200

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1390	12/6/2000	1	\$0.00	\$0.00	\$0.00	\$0.00

Academy of Art/Gerado Merino
79 New Montgomery, SF, CA, 94105, USA

Phone 415/274-2200

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	964	3/2/2000	1	\$0.00	\$0.00	\$0.00	\$0.00

Academy of Art/Isaac Sanfin
1120 Union St. #9, SF, CA, 94109, USA

Phone 415/771-4671

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1009	4/21/2000	1	\$0.00	\$0.00	\$0.00	\$0.00
	1150	7/5/2000	1	\$0.00	\$0.00	\$0.00	\$0.00
	953	3/9/2000	1	\$0.00	\$0.00	\$0.00	\$0.00

Academy of Art/Jose Sepelveda
79 New Montgomery, SF, CA, 94102, USA

Phone 415/274-2200

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1181	7/25/2000	1	\$0.00	\$0.00	\$0.00	\$0.00

Academy of Art/Juliane Dummmler
700 Taylor, SF, CA, 94108, USA

Phone 415/673-2105

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1156	7/14/2000	1	\$0.00	\$0.00	\$0.00	\$0.00

Academy of Art/Kelly Collins
79 New Montgomery, SF, CA, 94105, USA

Phone 415/274-20000

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1369	11/27/2000	1	\$0.00	\$0.00	\$0.00	\$0.00

Academy of Art/Kenny Stoff
1709 Waller St, SF, CA, 94117, USA

Phone 415/225-5771

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	949	3/15/2000	4	\$0.00	\$0.00	\$0.00	\$0.00

Academy of Art/Kerry McCrohan
79 New Montgomery, SF, CA, 94105, USA

Phone 415/274-2200

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1373	11/17/2000	2	\$0.00	\$0.00	\$0.00	\$0.00

Academy of Art/Laura Chao
79 New Montgomery, SF, CA, 94105, USA

Phone 415/274-2200

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1359	11/14/2000	1	\$0.00	\$0.00	\$0.00	\$0.00

Academy of Art/Mark Rosera
1153 Bush Street, SF, CA, 94109, USA

Phone 415/921-5318

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1145	7/12/2000	3	\$0.00	\$0.00	\$0.00	\$0.00

Academy of Art/Mike Quick
79 New Montgomery, SF, CA, 94105, USA

Phone 415/292-6474

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1389	12/1/2000	1	\$0.00	\$0.00	\$0.00	\$0.00

Academy of Art/Nicholas Charron
1100 Gough St #15E, SF, CA, 94109, USA

Phone 415/440-3920

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	981	3/28/2000	2	\$0.00	\$0.00	\$0.00	\$0.00
	1322	10/24/2000	1	\$0.00	\$0.00	\$0.00	\$0.00

Academy of Art/Roberto Lopez
79 New Montgomery, SF, CA, 94105, USA

Phone 415/495-2992

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	952	3/9/2000	1	\$0.00	\$0.00	\$0.00	\$0.00

Academy of Art/Ryan Sage
79 New Montgomery, SF, CA, 94105, USA

Phone 415/574-2200

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1034	4/5/2000	1	\$0.00	\$0.00	\$0.00	\$0.00

Academy of Art/Sang Koo Lee
79 New Montgomery, SF, CA, 94105, USA

Phone 650/992-8472

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1391	12/5/2000	2	\$0.00	\$0.00	\$0.00	\$0.00

Academy of Art/Sean Farber
79 New Montgomery, SF, CA, 94107, USA

Phone 800/455-2787

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1008	4/21/2000	1	\$0.00	\$0.00	\$0.00	\$0.00

California Institute of the Arts/Jeyi An
20970 Costa Brava #101, Newhall, CA, 91321, USA

Phone 661/799-4808

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1381	12/20/2000	4	\$0.00	\$0.00	\$0.00	\$0.00

City College of SF/Rafael Briones
1129 Pacific Ave, SF, CA, 94133, USA

Phone 415/775-1858

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1406	12/12/2000	1	\$0.00	\$0.00	\$0.00	\$0.00

City College/Derek Hirsch
50 Phelan Ave, SF, CA, 94112, USA

Phone 415/387-6707

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1350	11/2/2000	1	\$0.00	\$0.00	\$0.00	\$0.00

City College/Gary Smithson
50 Phelan Ave., SF, CA, 94132, USA

Phone 415/252-0529

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1334	11/2/2000	1	\$0.00	\$0.00	\$0.00	\$0.00

Faith Film Works/One Accord LLC
201 Occidental Blvd., Hollywood, CA, 90026, USA

Phone 213/365-0303

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	999	3/22/2000	1	\$0.00	\$0.00	\$0.00	\$0.00

SFSU / Brandon Thomas
143 Victoris, SF, CA, 94132, USA

Phone 415/584-3249

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1097	4/3/2000	10	\$0.00	\$0.00	\$0.00	\$0.00

SFSU/Angela Stablein
4210 Balboa #207, SF, CA, 94121, USA

Phone 415/752-1803

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1035	4/3/2000	1	\$0.00	\$0.00	\$0.00	\$0.00

SFSU/Annada Rathi
1600 Holloway, SF, CA, 94132, USA

Phone 415/338-1787

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	963	3/1/2000	1	\$0.00	\$0.00	\$0.00	\$0.00

SFSU/Chris Cook
275 De Long, SF, CA, 94112, USA

Phone 650/997-3811

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	925	2/16/2000	2	\$0.00	\$0.00	\$0.00	\$0.00

SFSU/Christopher Crawford
1600 Holloway, SF, CA, 94132, USA

Phone 415/831-4048

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1346	11/9/2000	1	\$0.00	\$0.00	\$0.00	\$0.00

SFSU/Deborah Lum
1600 Holloway, SF, CA, 94132, USA

Phone 415/338-1629

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	857	1/21/2000	6	\$0.00	\$0.00	\$0.00	\$0.00

SFSU/Jurine Jackson
524 Shrader Street, SF, CA, 94117, USA

Phone 415/751-1775

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	840	1/5/2000	3	\$0.00	\$0.00	\$0.00	\$0.00

SFSU/Justin Goodwin
1600 Holloway, SF, CA, 94132, USA

Phone 650/994-3991

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1357	11/8/2000	2	\$0.00	\$0.00	\$0.00	\$0.00

SFSU/Lucy Kwak
651 Clayton, SF, CA, 94107, USA

Phone 415/522-6654

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1153	7/12/2000	1	\$0.00	\$0.00	\$0.00	\$0.00

SFSU/Michael Dougan
2238B South Shore Center PMB 144, Alameda, CA, 94501, USA

Phone 510/535-8083

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	843	1/4/2000	2	\$0.00	\$0.00	\$0.00	\$0.00

SFSU/Michelle Martins
851 Post St., SF, CA, 94109, USA

Phone 415/928-8023

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1336	11/1/2000	2	\$0.00	\$0.00	\$0.00	\$0.00

SFSU/Patrick Nguyen
1600 Holloway, SF, CA, 94132, USA

Phone 415/338-6000

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	856	1/21/2000	4	\$0.00	\$0.00	\$0.00	\$0.00

SFSU/Randy Mills
1600 Holloway, SF, CA, 94132, USA

Phone 415/260-9367

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1351	11/3/2000	2	\$0.00	\$0.00	\$0.00	\$0.00

SFSU/Richard Francis
617 Frederick, SF, CA, 94117, USA

Phone 415/664-9650

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	976	3/21/2000	2	\$0.00	\$0.00	\$0.00	\$0.00

University of California/Angela Sostre
1375 Mivale Ave, LA, CA, 90024, USA

Phone 310/914-7243

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1270	9/29/2000	1	\$0.00	\$0.00	\$0.00	\$0.00

Total fees collected for production type Student

Agreement issued for production type Student = 46

Total shoot days for production type Student = 93

\$0.00 \$0.00 \$0.00 \$0.00

Production Type TV Commercial

@Radical Media
1630 12th St., Santa Monica, CA, 90404, USA

Phone 310/664-4500

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1018	4/21/2000	1	\$200.00	\$800.00	\$0.00	\$1,000.00
	1113	6/2/2000	3	\$600.00	\$1,250.00	\$0.00	\$1,850.00

Academy of Art/Nancy Jones
79 New Montgomery, SF, CA, 94102, USA

Phone 415/274-2200

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	996	3/30/2000	2	\$0.00	\$0.00	\$0.00	\$0.00

Academy of Art/Nicholas Charron
1100 Gough St #15E, SF, CA, 94109, USA

Phone 415/440-3920

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1313	10/11/2000	2	\$0.00	\$0.00	\$0.00	\$0.00

Access Film
4030 Sumac Drive, Studio City, CA, 91403, USA

Phone 818/990-3389

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1383	12/11/2000	1	\$200.00	\$1,000.00	\$0.00	\$1,200.00

Adams Street Films
1032 Adams Street, Benicia, CA, 94510, USA

Phone 707/746-6308

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	900	2/8/2000	1	\$200.00	\$250.00	\$0.00	\$450.00

Backyard Production
248 Main Street, Venice, CA, 90291, USA

Phone 310/314-1122

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	891	1/31/2000	2	\$400.00	\$0.00	\$0.00	\$400.00
	1345	11/8/2000	2	\$400.00	\$3,000.00	\$0.00	\$3,400.00

Barnes, Mosher, Whitehurst
10 United Nations Plaza, SF, CA, 94102, USA

Phone 415/241-9913

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1303	10/2/2000	2	\$200.00	\$0.00	\$0.00	\$200.00

Bedford Falls
409 Santa Monica Blvd., Santa Monica, CA, 90401, USA

Phone 310/395-3553

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1144	6/26/2000	1	\$200.00	\$0.00	\$0.00	\$260.00

Believe, Inc.
8571 Franklin Ave., LA, CA, 90068, USA

Phone 323/848-7000

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	910	2/1/2000	8	\$1,600.00	\$6,000.00	\$0.00	\$7,600.00

Bravo Zulu
1531 Colorado Ave., SF, CA, 90404, USA

Phone 310/899-1750

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1323	10/17/2000	1	\$200.00	\$0.00	\$0.00	\$200.00
	861	1/23/2000	3	\$600.00	\$0.00	\$0.00	\$600.00
	939	3/14/2000	3	\$600.00	\$2,500.00	\$0.00	\$3,100.00

Chelsea Pictures
1040 N. Las Palmas, Hollywood, CA, 90038, USA

Phone 323/871-1362

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	869	1/4/2000	3	\$600.00	\$250.00	\$0.00	\$850.00
	1141	6/16/2000	2	\$400.00	\$3,500.00	\$0.00	\$3,900.00

Cielo Films
506 Santa Monica, Santa Monica, CA, 90401, USA

Phone 310/576-6100

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1199	8/22/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Cine Excell Entertainment Inc.
2435 Polk Street, Suite 10, SF, CA, 94109, USA

Phone 415/567-2222

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	932	2/24/2000	1	\$200.00	\$250.00	\$0.00	\$450.00

Cohn and Co.
12 West 23rd Street, NY, NY, 10010, USA

Phone 212/645-5800

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	948	3/15/2000	1	\$200.00	\$250.00	\$0.00	\$450.00

Dektor Films
1151 North Highland Ave, Hollywood, CA, 90038, USA

Phone 323/466-3455

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	886	1/12/2000	1	\$200.00	\$800.00	\$0.00	\$1,000.00

Elma Garcia Films
P.O. Box 1106, Woodacre, CA, 94973, USA

Phone 488-9890

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	867	1/11/2000	2	\$400.00	\$200.00	\$0.00	\$600.00
	850	1/7/2000	2	\$400.00	\$800.00	\$0.00	\$1,200.00

Film Realite
2919 Main St., Santa Monica, CA, 90405, USA

Phone 310/452-4115

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	928	2/16/2000	1	\$200.00	\$250.00	\$0.00	\$450.00

Flying Tiger Films
2828 Donald Douglas Loop North, Suite 100, Santa Monica, CA, 90405, USA

Phone 310-664-9171

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1017	4/27/2000	2	\$400.00	\$2,400.00	\$0.00	\$2,800.00

Harvest Films
111 Sycamore Ave., Mill Valley, CA, 94941, USA

Phone 415/392-1000

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	889	1/11/2000	2	\$400.00	\$0.00	\$0.00	\$400.00

HKM Productions
1641 Norht Ivar Ave., LA, CA, 90028, USA

Phone 323/465-9494

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	916	2/15/2000	4	\$800.00	\$4,000.00	\$0.00	\$4,800.00

Honey Interactive
1500 Park Ave., Emeryville, CA, 94608, USA

Phone 510/594-9696

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1117	5/31/2000	2	\$400.00	\$250.00	\$0.00	\$650.00

Hungry Man
36 East 20th Street, 6th Floor, New York, NY, 10003, USA

Phone 212/353-0760

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	951	3/6/2000	2	\$400.00	\$1,000.00	\$0.00	\$1,400.00

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1228	8/9/2000	1	\$200.00	\$660.00	\$0.00	\$860.00

Jessen Productions

Phone

850 Battery Street, SF, CA, 94111, USA

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1061	5/16/2000	2	\$200.00	\$0.00	\$0.00	\$200.00

Jon Francis Films

Phone 415/441-4599

1618 Union Street, SF, CA, 94123, USA

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	883	1/24/2000	1	\$200.00	\$500.00	\$0.00	\$700.00

Jones Films

Phone 212/981-7600

111 8th St., NY, NY, 10011, USA

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	934	2/29/2000	3	\$600.00	\$2,000.00	\$0.00	\$2,600.00

Kaboom Productions

Phone 415/434-2666

633 battery St. Suite 110, San Francisco, CA, 94111, USA

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1295	10/10/2000	2	\$200.00	\$0.00	\$0.00	\$200.00

Kontent

Phone 415/908-1260

60 Federal Street, SF, CA, 94103, USA

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1293	10/10/2000	2	\$200.00	\$0.00	\$0.00	\$200.00

Lopes Picture Co.

Phone 212/477-1114

29 East 19th St. 7th Floor, NY, NY, 10003, USA

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	859	1/18/2000	2	\$400.00	\$600.00	\$0.00	\$1,000.00

M-80

Phone 310/899-9100

1452 2nd Street, Santa Monica, CA, 90401, USA

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	849	1/5/2000	1	\$200.00	\$700.00	\$0.00	\$900.00

Mark Allyn Communications

Phone 805/492-1790

1534 Moorpark Rd., Thousand Oaks, CA, 91360, USA

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	914	1/25/2000	1	\$200.00	\$0.00	\$0.00	\$200.00

MJZ

2201 Carmelina Ave, L.A., CA, 90064, USA

Phone 310/826-6200

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1400	11/30/2000	2	\$400.00	\$2,000.00	\$0.00	\$2,400.00

MPH Films

409 Santa Monica Blvd., Santa Monica, CA, 90401, USA

Phone 310/395-9952

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1057	4/3/2000	1	\$200.00	\$600.00	\$0.00	\$800.00

Neue Sentimental Film

415 West Broadway, 5th Fl., New York, NY, 10012, USA

Phone 212-3342483

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	882	1/19/2000	5	\$1,000.00	\$4,000.00	\$0.00	\$5,000.00
	1305	10/4/2000	2	\$400.00	\$0.00	\$0.00	\$400.00

Piper Productions

26 West 17th St. 3rd Floor, NY, NY, 10011, USA

Phone 212/352-1999

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1396	12/13/2000	2	\$400.00	\$600.00	\$0.00	\$1,000.00

Plum Production

2202 Main Street, Santa Monica, CA, 90405, USA

Phone 310/450-1942

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	890	1/28/2000	1	\$200.00	\$250.00	\$0.00	\$450.00
	1370	11/22/2000	2	\$400.00	\$250.00	\$0.00	\$650.00

POGO Pictures

621 North Ave, Atlanta, GA, 30308, USA

Phone 404/892-9490

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1371	11/28/2000	2	\$200.00	\$0.00	\$0.00	\$200.00

Promiseland

PO Box 480918, LA, CA, 90048, USA

Phone 323/960-4002

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1321	10/20/2000	1	\$200.00	\$1,800.00	\$0.00	\$2,000.00

RD/Fox

22 Battery St., SF, CA, 94111, USA

Phone 415/357-4545

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	998	3/30/2000	1	\$200.00	\$0.00	\$0.00	\$200.00

Ritts/Hayden, Inc.

6806 Lexington Ave., LA, CA, 90038, USA

Phone 323/465-2295

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1105	6/9/2000	1	\$200.00	\$1,100.00	\$0.00	\$1,300.00

Ross McCanse & Assoc.
3315 Oakdell Rd., Studio City, CA, 91604, USA

Phone 818/506-4715

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	904	2/14/2000	1	\$200.00	\$0.00	\$0.00	\$200.00

RSA, USA Inc.
634 North La Peer Dr., LA, CA, 90069, USA

Phone 310/659-1577

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1214	8/17/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Sattellite Films
940 North Mansfield, Hollywood, CA, 90038, USA

Phone 323/465-9300

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	878	1/31/2000	2	\$400.00	\$250.00	\$0.00	\$650.00

Slipstream
73 Market St., Venice, CA, 90291, USA

Phone 310/785-9100

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1122	6/7/2000	3	\$600.00	\$1,600.00	\$0.00	\$2,200.00

Spot Boy Films
1250 Long Beach, LA, CA, 90021, USA

Phone 213/53-3532

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1201	8/11/2000	1	\$200.00	\$0.00	\$0.00	\$200.00

Stiefel and Co.
1040 North Las Palmas, Hollywood, CA, 90038, USA

Phone 213/465-8989

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	884	1/28/2000	3	\$600.00	\$5,000.00	\$0.00	\$5,600.00

The End/The Beginning
433 South Beverly Drive, Beverly Hills, CA, 90212, USA

Phone 310-556-2500

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	955	3/8/2000	1	\$200.00	\$600.00	\$0.00	\$800.00

Tool of North America
2210 Broadway, Santa Monica, CA, 90404, USA

Phone 310/453-9244

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	959	3/7/2000	2	\$400.00	\$2,000.00	\$0.00	\$2,400.00
	1395	12/15/2000	1	\$300.00	\$1,000.00	\$0.00	\$1,300.00

Volo Pictures
330 Presidio Ave #4, San Francisco, CA, 94115, USA

Phone 415/922-5304

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	941	3/14/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Total fees collected for production type TV Commercial
 Agreement issued for production type TV Commercial = 58
 Total shoot days for production type TV Commercial = 109

\$19,800.00 \$54,260.00 \$0.00 \$74,060.00

Production Type TV Series/Movie/Piol

Banyan Pictures
 225 Arch St., Philadelphia, Pa, 19106, USA

Phone 215/928-1414

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1051	3/29/2000	1	\$300.00	\$0.00	\$0.00	\$300.00

Big Daddy Productions
 3605 West Pacific Ave., Burbank, CA, 91505, USA

Phone 818/845-0161

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	912	2/4/2000	3	\$900.00	\$0.00	\$0.00	\$900.00

Carsey Werner Productions/Dot Comedy
 1438 Gower ST, Hollywood, CA, 90028, USA

Phone 323/468-7741

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1388	12/7/2000	1	\$300.00	\$0.00	\$0.00	\$300.00

City Lights
 3000 West Olympic Blvd. Building 3 Room 2367, Santa Monica, CA, 90404, USA

Phone 310/264-3950

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	898	2/1/2000	2	\$600.00	\$2,000.00	\$0.00	\$2,600.00

High Productions
 120202 West Washington Blvd., Culver City, CA, 90232, USA

Phone 310/244-7273

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	991	3/29/2000	1	\$300.00	\$1,500.00	\$0.00	\$1,800.00

Kincade & Co.
 2806 Anza, SF, CA, 94121, USA

Phone 415/750-1653

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	905	2/8/2000	1	\$300.00	\$0.00	\$0.00	\$300.00

MTV Films
 5555 Melrose Ave. Studio H Suite 200, Los Angeles, CA, 90038, USA

Phone

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1218	8/8/2000	1	\$300.00	\$0.00	\$0.00	\$300.00

Nash Bridges Productions Inc.
 440 California Ave., bldg. #2

Phone 415/782-4118

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1078	1/1/2000	1	\$150.00	\$0.00	\$0.00	\$150.00
	1309	1/1/2000	8	\$2,250.00	\$0.00	\$0.00	\$2,250.00
	1327	1/1/2000	7	\$1,950.00	\$0.00	\$0.00	\$1,950.00

1405	1/1/2000	4	\$1,200.00	\$0.00	\$0.00	\$1,200.00
1264	1/1/2000	12	\$3,450.00	\$0.00	\$0.00	\$3,450.00
1229	1/1/2000	3	\$750.00	\$0.00	\$0.00	\$750.00
1053	1/1/2000	4	\$1,050.00	\$0.00	\$0.00	\$1,050.00
1052	1/1/2000	4	\$1,050.00	\$0.00	\$0.00	\$1,050.00
966	1/1/2000	9	\$2,700.00	\$0.00	\$0.00	\$2,700.00
933	1/1/2000	11	\$3,150.00	\$0.00	\$0.00	\$3,150.00
913	1/1/2000	2	\$750.00	\$0.00	\$0.00	\$750.00
876	1/1/2000	3	\$900.00	\$0.00	\$0.00	\$900.00
1355	1/1/2000	5	\$1,350.00	\$0.00	\$0.00	\$1,350.00
1054	1/1/2000	3	\$750.00	\$0.00	\$0.00	\$750.00

Termite Art Productions
11846 Ventura Blvd, Studio City, CA, 91604, USA

Phone 818/347-9929

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1315	10/18/2000	5	\$1,500.00	\$0.00	\$0.00	\$1,500.00

Viacom Inc.
1515 Broadway, NY, NY, 10036, USA

Phone 212/846-4287

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1280	9/27/2000	1	\$300.00	\$0.00	\$0.00	\$300.00
	1282	9/21/2000	3	\$900.00	\$0.00	\$0.00	\$900.00

Total fees collected for production type TV Series/Movie/Piol \$27,150.00 \$3,500.00 \$0.00 \$30,650.00
Agreement issued for production type TV Series/Movie/Piol = 24
Total shoot days for production type TV Series/Movie/Piol = 95

Production Type Video

400 Blows/Complex Corp.
870 Market, SF, CA, 94102, USA

Phone 415/398-3055

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1372	11/14/2000	1	\$100.00	\$250.00	\$0.00	\$350.00

A Band Apart
7966 Beverly Blvd. 2nd Flr., Los Angeles, California, 90048, USA

Phone 213-951-4400

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1010	4/17/2000	1	\$200.00	\$5,000.00	\$0.00	\$5,200.00

A Better Place/Complex
2872 Green Street, SF, CA, 94123, USA

Phone 415/929-0267

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1148	7/12/2000	1	\$0.00	\$0.00	\$0.00	\$0.00

APG Records
684 Indiana St., SF, CA, 94107, USA

Phone 415/648-9759

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
------------------	-------------	-----------	------	----------	--------	----------	-------

972	3/22/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
1362	11/30/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Arcadia Productions

Phone 44 208 707 5447

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1246	9/1/2000	5	\$350.00	\$0.00	\$0.00	\$350.00

Blurgirl Productions
634 Balboa, SF, CA, 94118, USA

Phone 415/751-2545

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1189	7/25/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Bravura Pictures
310 Townsend St. Suite 250, San Francisco, CA, 94107, USA

Phone 415/546-1450

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	894	2/9/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Captain Tonic
788 Haight St, SF, CA, 94142, USA

Phone 415/252-1211

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	950	3/8/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Clockwork 906, Inc.
6502 San Fernando Rd., Glendale, CA, 91201, USA

Phone 818/243-2906

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1219	8/4/2000	1	\$100.00	\$250.00	\$0.00	\$350.00

Crazy Horse
200 West 16th Street, NY, NY, 10011, USA

Phone 212/691-8880

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1030	4/13/2000	1	\$200.00	\$2,500.00	\$0.00	\$2,700.00

Dawn Syndicated
1851 Victory Blvd., Glendale, CA, 91201, USA

Phone 818/972-0248

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1027	3/22/2000	2	\$200.00	\$0.00	\$0.00	\$200.00
	1283	9/20/2000	3	\$300.00	\$0.00	\$0.00	\$300.00

Demeuda Productions
176 Edgewood Ave., SF, CA, 94117, USA

Phone 415/274-6009

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1186	7/17/2000	1	\$100.00	\$100.00	\$0.00	\$200.00

Design Media
2235 Harrison, SF, CA, 94110, USA

Phone 415/641-4848

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1013	4/10/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

DNA Productions
6535 Santa Monica, Hollywood, CA, 90038, USA

Phone 323/463-2826

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1349	11/8/2000	3	\$300.00	\$1,100.00	\$0.00	\$1,400.00

Downstream/Pluto Design
1650 NW Naito Pkwy, Suite 301, Portland, OR, 97202, USA

Phone 503/226-1944

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1152	7/11/2000	2	\$200.00	\$0.00	\$0.00	\$200.00

Egam Post/Complex

Phone 5 66 8 0790

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1208	8/3/2000	2	\$0.00	\$0.00	\$0.00	\$0.00

Extreme Pictures
732 Lucia Ave., Redondo Beach, CA, 90277, USA

Phone 310/376-1187

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1361	11/20/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Feminale Films/Complex
472 Oak Street, SF, CA, 94102, USA

Phone 415/297-0832

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1380	12/12/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Gap (Old Navy)
345 Spear St., SF, CA, 94105, USA

Phone 415/427-5762

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	930	2/9/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Go Light Productions
324 Lafayette St., NY, NY, 10012, USA

Phone 212/431-635

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1302	10/2/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Goldie Stanley Bio Project
11701 124 Ave., Kirkland, WA, 98034, USA

Phone 425/820-5630

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1124	6/1/2000	3	\$300.00	\$0.00	\$0.00	\$300.00

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1203	8/1/2000	6	\$600.00	\$0.00	\$0.00	\$600.00

Gruppe 5 Produktions

Phone 49 221 310 1096

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	945	3/6/2000	4	\$250.00	\$0.00	\$0.00	\$250.00

Image, Alliance and Media Inc.
2445 Justison Ct., Miami, FLA, 33133, USA

Phone 305/987-3910

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1067	5/1/2000	1	\$200.00	\$0.00	\$0.00	\$200.00

Invision Communications
1280 Civic Drive, Suite 306, Walnut Creek, CA, 94596, USA

Phone 925-944-1211

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1154	7/15/2000	2	\$200.00	\$0.00	\$0.00	\$200.00

ITN
901 Battery, SF, CA, 94105, USA

Phone 415/956-1703

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1037	4/3/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

John Crane Films
101 Montgomery, SF, CA, 94104, USA

Phone 415/636-5463

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1011	4/18/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Kentucky Ed. TV
600 Cooper Drive, Lexington, KY, 40502, USA

Phone 606/258-7000

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1094	5/19/2000	2	\$200.00	\$0.00	\$0.00	\$200.00

King TV
333 Dexter Ave., Seattle, WA, 98109, USA

Phone 206/448-4549

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1267	9/21/2000	1	\$0.00	\$0.00	\$0.00	\$0.00

Lick Wilmerding High School
725 Castro, SF, CA, 94114, USA

Phone 415/647-8881

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1092	5/22/2000	1	\$0.00	\$0.00	\$0.00	\$0.00

Life of Riley, Inc.
845 Viv de la Paz, Pacific Palisades, CA, 90272, USA

Phone 310/230-7798

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1157	7/20/2000	2	\$0.00	\$0.00	\$0.00	\$0.00

Major League Baseball
75 9th Ave., NY, NY, 10011, USA

Phone 212/931-7777

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1077	5/4/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

McCabe and Co.
415 Shields St, SF, CA, 94132, USA

Phone 415/586-7040

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	954	3/8/2000	4	\$0.00	\$0.00	\$0.00	\$0.00

Michael Hoff Productions
6015 Hillegass Ave., Oakland, CA, 94618, USA

Phone 510/597-9630

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1088	5/3/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

MTV Films
5555 Melrose Ave. Studio H Suite 200, Los Angeles, CA, 90038, USA

Phone

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1047	4/6/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1111	6/5/2000	1	\$100.00	\$0.00	\$0.00	\$100.00
	1190	7/20/2000	4	\$400.00	\$0.00	\$0.00	\$400.00
	938	3/13/2000	2	\$200.00	\$0.00	\$0.00	\$200.00

Norsemen Production
1007 Montana Ave., Santa Monica, CA, 90403, USA

Phone 818/728-7343

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	980	3/21/2000	1	\$100.00	\$250.00	\$0.00	\$350.00

Pearson Television

Phone 207 691 6423

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1273	8/23/2000	2	\$0.00	\$0.00	\$0.00	\$0.00

PIC Retail Network
201 3rd Street, SF, CA, 94103, USA

Phone 415/808-9139

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	986	3/27/2000	2	\$200.00	\$0.00	\$0.00	\$200.00

Primary Colours Production

Phone 65 325 6098

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
------------------	-------------	-----------	------	----------	--------	----------	-------

Ritts/Hayden, Inc.
6806 Lexington Ave., LA, CA, 90038, USA

Phone 323/465-2295

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1248	9/6/2000	1	\$100.00	\$840.00	\$0.00	\$940.00

Riviter Productions
1639 Redesdale Ave., LA, CA, 90026, USA

Phone 323/436-9523

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	907	2/8/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Seven Network

Phone 61298777257

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1238	8/17/2000	2	\$0.00	\$0.00	\$0.00	\$0.00

SFSU/Cherylene Lee
1600 Holloway, SF, CA, 94132, USA

Phone 415/338-2519

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	899	2/4/2000	1	\$0.00	\$0.00	\$0.00	\$0.00

Showtime
1633 Broadway, NY, NY, 10019, USA

Phone 212/708-1787

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1172	7/10/2000	1	\$100.00	\$250.00	\$0.00	\$350.00
	1365	11/21/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Six Degrees/Kaleidoscope
602 20th ST., SF, CA, 94102, USA

Phone 415/626-6336

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1335	11/7/2000	3	\$0.00	\$0.00	\$0.00	\$0.00

Spiral Films
2625 Alcatraz Ave. #377, Berkeley, CA, 94705, USA

Phone 510/649-7336

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	877	1/31/2000	1	\$150.00	\$0.00	\$0.00	\$150.00
	1104	5/19/2000	2	\$200.00	\$0.00	\$0.00	\$200.00

Stefan Nobauer

Phone 49 89 380 676 99

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	947	3/17/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Talkback Productions
20 Newman ST, London, England, Witinp, UK

Phone 44 207 323 5105

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1340	11/2/2000	3	\$300.00	\$0.00	\$0.00	\$300.00

The Jack Morton Co.
444 DeHaro St. #208, SF, CA, 94107, USA

Phone 415/241-1100

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	874	1/6/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Third Eye Filmworks/ Complex Corp
1350 Sutter #26, San Francisco, CA, 94109, USA

Phone 415-674-1683

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1024	4/14/2000	2	\$100.00	\$0.00	\$0.00	\$100.00

Trainingscape.com
275 Saratoga, Santa Clara, CA, 95050, USA

Phone 408/244-5848

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1194	8/25/2000	1	\$100.00	\$500.00	\$0.00	\$600.00

Travel Entertainment

Phone 61 29417 8112

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1374	11/2/2000	3	\$300.00	\$0.00	\$0.00	\$300.00

TWF - Full Auto Productions
PO Box 984, Palo Alto, CA, 94302, USA

Phone 650/494-0491

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1147	7/11/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

United Way of America
701 North Fairfax Street, Alexandria, VA, 22314, USA

Phone 703/836-7112

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	956	3/4/2000	2	\$0.00	\$0.00	\$0.00	\$0.00

Van Metre Productions/Hype Productions
28 Shadow Creek Ct., Fairfax, CA, 94930, USA

Phone 415/456-2737

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1046	4/5/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Veronica Majano/Complex
75 Pearl St., SF, CA, 94103, USA

Phone 415/519-2376

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	1191	7/25/2000	1	\$100.00	\$0.00	\$0.00	\$100.00

Title or Product	Agreement #	Issued Dt	Days	Film Com	Police	Rec Park	Total
	852	1/7/2000	3	\$150.00	\$0.00	\$0.00	\$150.00

Total fees collected for production type Video

Agreement issued for production type Video = 64

Total shoot days for production type Video = 111

\$8,500.00 \$11,040.00 \$0.00 \$19,540.00

Total fees collected for this reporting period

Agreement issued for this reporting period = 558

Total shoot days for this reporting period = 1063

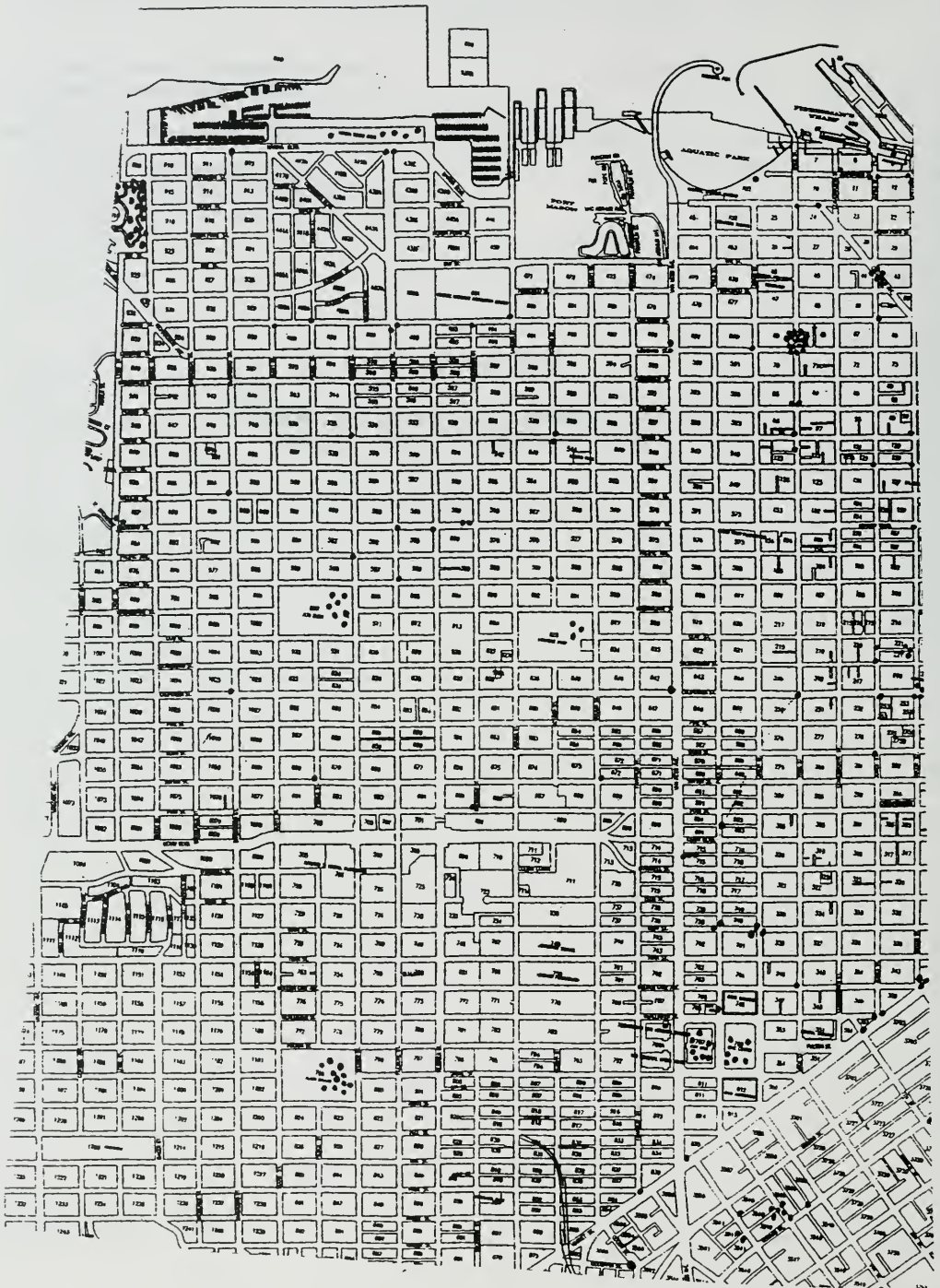
135,540.00 161,219.84 \$0.00 \$296,759.84

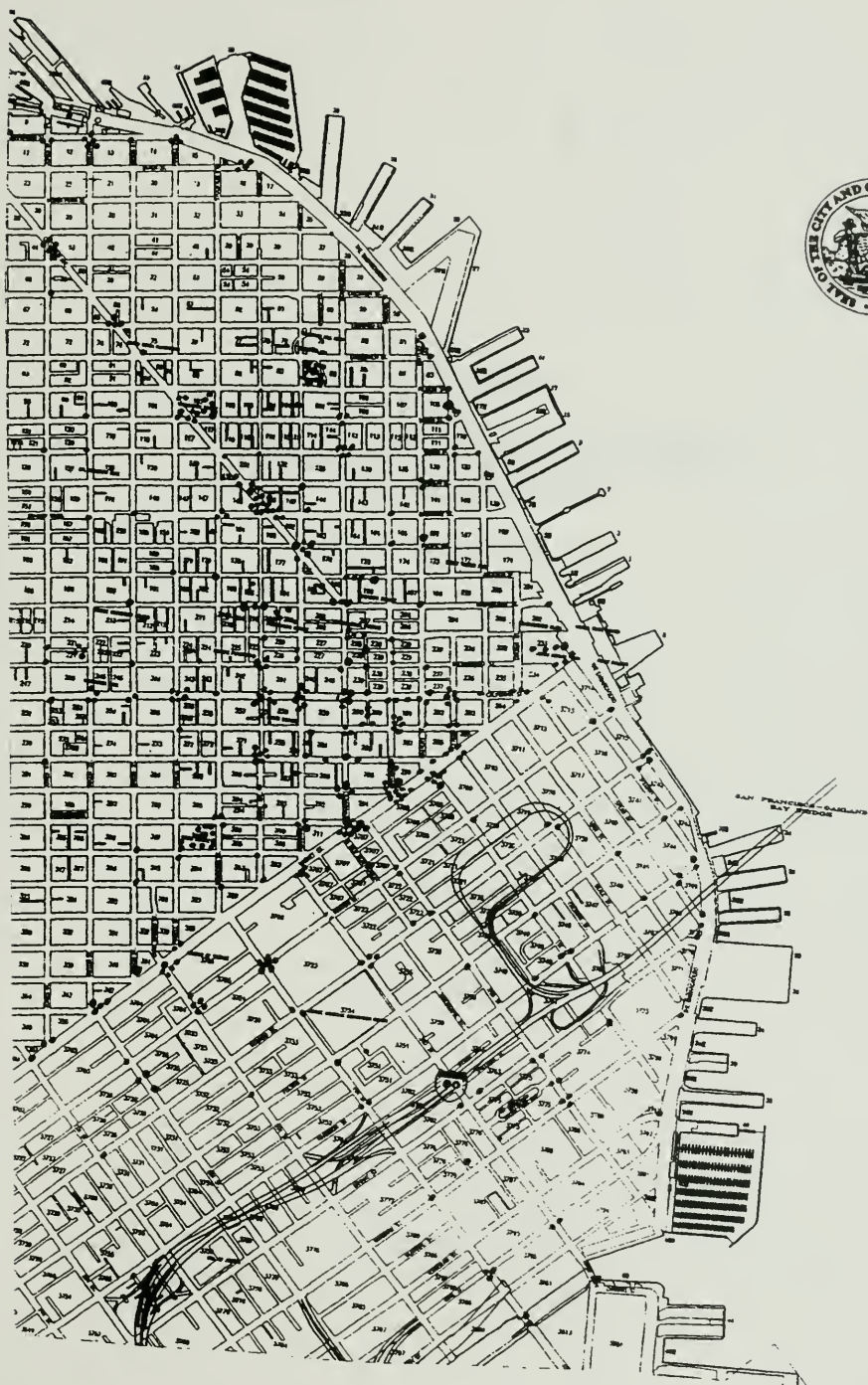
FILM AND VIDEO ARTS COMMISSION

ATTACHMENT 3

**DATA FROM LOCATION LIST 2000 (ATTACHMENT 1)
PLOTTED ONTO SAN FRANCISCO MAP**

January 1 to July 31, 2000





FILM AND VIDEO ARTS COMMISSION

ATTACHMENT 4

**DATA FROM LOCATION LIST 2000 (ATTACHMENT 1)
TABULATED BY SUPERVISORIAL DISTRICT
AND NEIGHBORHOOD**

January 1 to July 31, 2000

**FILM AND VIDEO ARTS COMMISSION
PRODUCTION DAYS 1/1/00 – 7/31/00
BY SUPERVISORIAL DISTRICT AND NEIGHBORHOOD**

	January	February	March	April	May	June	July	Totals
DISTRICT 1								
Jake McGoldrick								
Clement St/Inner Richmond			1		1		1	3
Golden Gate Park	7	8	12	9	9	7	9	61
Lincoln Park Golf Course	1			1				2
Richmond/Outer Richmond	3	9	3	1		1	5	22
TOTALS	11	17	16	11	10	8	15	88
DISTRICT 2								
Gavin Newsom								
Laurel Heights		1						1
Marina		7	5	3	4	3	9	31
Pacific Heights	4	2	4	9		3	5	27
Russian Hill	7	3	8	2	2	5	3	30
Seacliff		1						1
TOTALS	11	14	17	14	6	11	17	90
DISTRICT 3								
Aaron Peskin								
Chinatown	5	2	8	6	9	2	5	37
Financial District	17	8	22	17	15	24	16	119
Fisherman's Wharf	3	3	5	1		3	5	20
Nob Hill	3	3	10	3	4		3	26
North Beach	9	7	7	6	4	3	25	61
Telegraph Hill	5	2	4	1	2		1	15
TOTALS	42	25	56	34	34	32	55	278

**FILM AND VIDEO ARTS COMMISSION
PRODUCTION DAYS 1/1/00 – 7/31/00
BY SUPERVISORIAL DISTRICT AND NEIGHBORHOOD**

DISTRICT 4									
Leland Yee									
Sunset	1		2				1		4
TOTALS	1		2				1		4

DISTRICT 5									
Matt Gonzalez									
Alamo Square	1	2	1	1	3	2	1		11
Haight-Ashbury/Panhandle	1	2	6	1	1		3		15
Hayes Valley	1		1			1			3
Japantown			1						1
Inner Sunset			1						1
Western Addition	1	1	1	1	4		2		10
TOTALS	4	5	10	4	8	4	6		41

DISTRICT 6									
Chris Daly									
Civic Center	1	3	6	13	1		2		26
Embarcadero	8	2	6	9	5	5	6		41
Mission	1	3	3	6	5	2	5		25
Mission Bay		1							1
South Beach/China Basin	1	2		8	4		7		22
South of Market	9	9	27	6	9	15	11		86
Tenderloin	1		5	5	3	1	3		18
Union Square	7	6	6	3	3	3	5		33
TOTALS	27	27	53	50	30	26	39		252

**FILM AND VIDEO ARTS COMMISSION
PRODUCTION DAYS 1/1/00 – 7/31/00
BY SUPERVISORIAL DISTRICT AND NEIGHBORHOOD**

DISTRICT 7									
Tony Hall									
Forest Hill				1					1
Lake Merced			1						1
Saint Francis Wood			1	1					2
West Portal	1								1
TOTALS	1	1	2	2					5

DISTRICT 8									
Mark Leno									
Castro/Upper Market	3	3	3	6	2	1			21
Diamond Heights	1				3	1			1
Glen Park									4
Noe Valley	1								1
Twin Peaks	2	1	5	1	2	1			13
TOTALS	7	4	8	7	7	3			40

DISTRICT 9									
Tom Ammlano									
Bernal Heights			1	1		1			4
TOTALS	1	1	1	1	1	1			4

BY SUPERVISORIAL DISTRICT AND NEIGHBORHOOD

DISTRICT 10

Sophie Maxwell

[illegible]

DISTRICT 11

Gerardo Sandoval

Gerardo Sandoval	1	2
Excelsior	1	1
Ingleside		1
TOTALS	1	1
	1	3

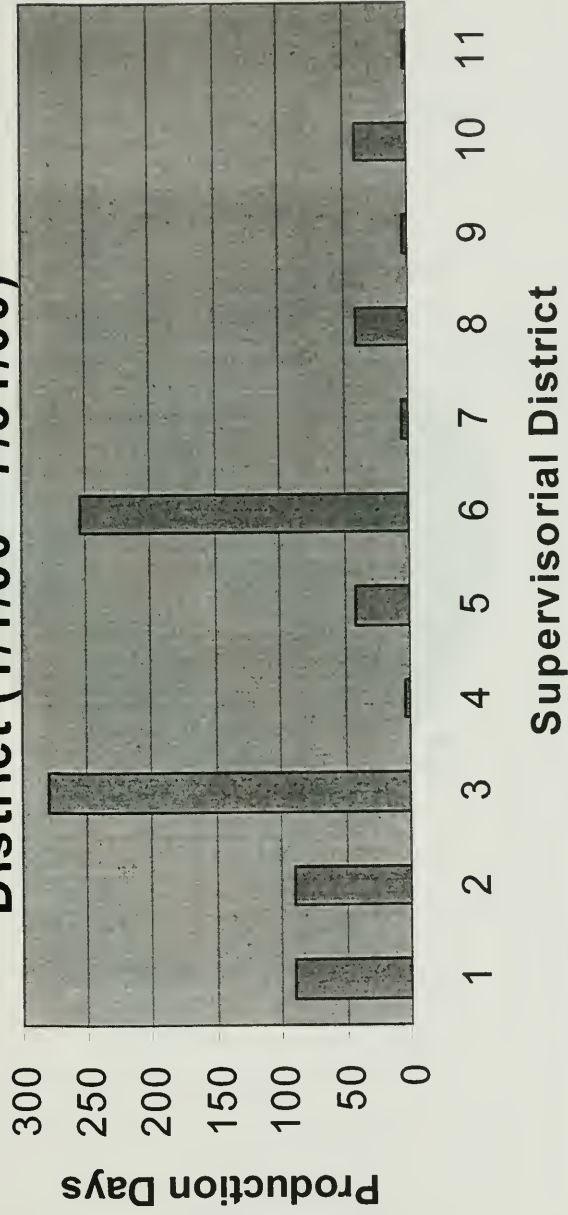
FILM AND VIDEO ARTS COMMISSION

ATTACHMENT 5

**DATA FROM ATTACHMENT 4
GRAPHED TO INDICATE TOTAL PRODUCTION DAYS
BY SUPERVISORIAL DISTRICT**

January 1 to July 31, 2000

Production Days By Supervisorial District (1/1/00 - 7/31/00)



FILM AND VIDEO ARTS COMMISSION

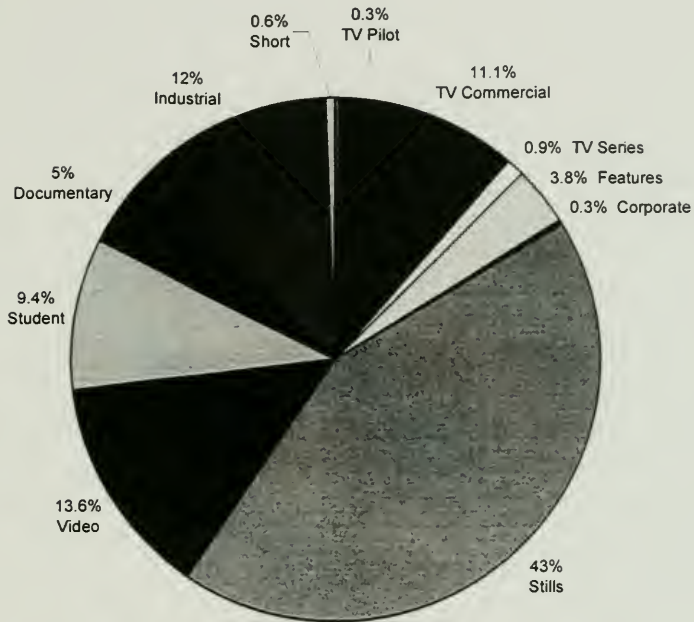
ATTACHMENT 6

**DATA FROM ATTACHMENT 1
TOTAL PRODUCTION DAYS BY TYPE**

January 1 to July 31, 2000

FILM AND VIDEO ARTS COMMISSION

TOTAL PRODUCTIONS BY TYPE 1/1/00 - 7/31/00



LITTER AND GRAFFITI

Report of the
2000-2001 San Francisco Civil Grand Jury

LITTER AND GRAFFITI

SUMMARY

San Francisco is currently experiencing an epidemic of graffiti, illegal trash dumping and litter upon the streets and sidewalks. Due to these concerns, the 2000-2001 Civil Grand Jury (CGJ) investigated these problems. We are pleased to note that the Department of Public Works is moving aggressively to implement many of the recommendations gleaned from the recently held Clean City Summit. These recommendations, when fully implemented, should help alleviate the problems discussed in this report.

The CGJ recommends that:

- The Mayor adopt an aggressive and highly visible leadership role to address the problems of litter, graffiti, and illegal trash dumping.
- The curriculum at the Police Academy be revised to add sufficient time to acquaint new recruits to the contents of the City and County Police Code regarding litter and graffiti.
- The San Francisco Police Department (SFPD) provide in-service training for existing officers on the contents of the Police Code regarding litter.
- The word "may" in the Police Code, Section 38 of Article 1, "Public Nuisances," be changed to "shall."
- Increased enforcement of the litter laws be undertaken by various departments.
- Monetary penalties for violation of the litter and graffiti laws be increased.
- A reward system wherein citizens who report litter law violations be awarded a designated part of the monetary penalty imposed on the violator(s).
- The Environmental Control Officer (ECO) communication equipment be upgraded for increased efficiency and safety.
- Funding be provided for juvenile counseling as a part of the Graffiti Abatement Team.

We urge every concerned citizen to contact the Board of Supervisors, obtain the date and time for the public hearing on this report, which is required by Section 2.10 of the County Administrative Code, attend and demand that corrective action be taken immediately to solve the problems of graffiti, illegal dumping and litter.

BACKGROUND

Short History of Previous Attempts to Control Litter, Graffiti and Illegal Dumping

In reviewing the actions of past administrations, we note that despite numerous efforts to solve the problems of littering, illegal dumping and graffiti, not a single administration has succeeded. Some of the actions taken in the past include:

LITTER AND GRAFFITI

- The Department of Public Works (DPW) started litter patrols in the late 1970s.
- San Francisco began mechanized street sweeping in 1976.
- In 1985, after learning that approximately 25% of litter comes from fast food restaurants, the Board of Supervisors briefly toyed with the idea of a moratorium on fast food outlets. During the same period, the Board approved a \$90,000 study of the composition of the City's litter.
- In September 1990, Mayor Agnos began the policy of forcing parents of juveniles to pay for removal of graffiti caused by them, and announced that the Pacific Telesis Group had given the City a \$75,000 grant for graffiti education.
- In 1990, MUNI Acting General Manager J. Stein stated that costs of removing spray paint from City buses exceeded \$2 million. Chief of Police Frank Jordan promised to make graffiti calls an urgent priority of the department.
- In 1991, voters approved Proposition D, which allowed companies to designate up to 1% of their business tax to go to the San Francisco Neighborhood Beautification and Graffiti Cleanup Fund.
- In the early 1990s, Pacific Telesis Fund and Pacific Bell donated \$12,500 toward removing graffiti. These funds were used to pay for 750 hours of cleanup by the San Francisco Conservation Corps.
- Mayor Jordan defeated Mayor Agnos in part on a pledge to clean the City of litter.
- In 1990, Mayor Jordan and the Board of Supervisors issued a declaration naming April 18-25 as "One Neat City Week," under which banner the Clean City Coalition sponsored cleanup in the City.
- In December 1992, the new Litter Strike Force, a program of the Mayor's Office, DPW, and San Francisco Beautiful was launched.
- In 1997, Mayor Brown suggested that the City hold semiannual "spring cleanings".
- In 1997, DPW divided the City into 10 districts with 88 staging areas as a way to organize the "Great Sweep".
- In May 1998, the "Great Sweep II" was organized.
- In 1998, the "Adopt-A-Street" program was instituted.

In spite of these efforts (and many more) the problem of litter, illegal dumping and graffiti continues to expand. For example, the DPW street cleaning budget increased from \$6.5 million in the 1980-1981 budget to \$11 million in the 1991-1992 budget and to \$24.5 million in the 1998-1999 budget. For 2001-2002, the proposed budget is approximately \$40.4 million. DPW has provided the CGJ with figures indicating that DPW cleaned up over 1.3 million square feet of graffiti during fiscal year 1998-1999 utilizing 23 employees, four vans (equipped with a computerized paint color matching systems) and a powered soda blaster and aerial lift truck to cover graffiti tags a few stories high. Tonnage of trash removed from the streets of San Francisco has increased from 24,000 tons in 1988 to over 48,000 tons in fiscal year 1998-1999, and is still rising. Graffiti, litter, and illegal

LITTER AND GRAFFITI

dumping appear to be magnets that attract even more graffiti, illegal dumping and litter.

Estimated Costs to San Francisco of Litter and Graffiti

The CGJ has been quoted a figure of "in excess of \$22 million" by several City personnel as the cost to San Francisco taxpayers for removing graffiti from City signs and structures. However, the method by which responsibilities and budgets are divided within City departments does not permit a definitive estimation of the costs. Further discussion with the Director of the Neighborhood Beautification and Graffiti Cleanup Fund indicates that the real cost is likely higher. For example, this estimate does not include any costs incurred by private companies or citizens, the Bay Area Rapid Transit System, or some of the hidden personnel costs. We stress that the figure is an estimate, and the estimators acknowledge that it very probably is lower than the real costs.

Recent City Actions to Control Graffiti and Litter

Some recent positive actions on the part of the City to combat the problem of graffiti, illegal dumping and litter include:

- DPW has given wide publicity to its litter hotline (415-28-CLEAN) and receives approximately 4,500 complaints per month.
- The Graffiti Abatement Team (within SFPD) has established two telephone contact points (a) 911 to report violations in progress, and (b) 415-558-5445 to report already present graffiti requiring removal.
- DPW is proposing to the Mayor and Board of Supervisors that the penalty for litter law violations be increased to a minimum of \$400. In some California jurisdictions the minimum fine is as high as \$500, and on highways the maximum penalty is \$1000.
- DPW has increased the number of ECOs to 22 (up from 14), thus enabling DPW to provide two ECOs for each supervisorial district.
- DPW has increased the number of personnel with authority to write littering citations to 50 from the previous staff of 20.
- DPW held a Clean City Summit in February 2001.
- San Francisco hosted the quarterly meeting of the Northern California Regional Graffiti Task Force in April 2001.
- DPW has increased the number of trash bins on City streets.
- DPW recently mailed more than 150,000 letters to property owners, advising them of their legal responsibility to maintain the sidewalks adjoining their property in a clean condition. Similar letters were sent to newspaper distributors, grocery store owners, and fast food owners/managers (see Attachment 1 for copies of these letters).

LITTER AND GRAFFITI

2000-2001 Civil Grand Jury Investigations

During our investigation of the problems associated with graffiti, illegal dumping, excessive litter, and dirty streets, we interviewed numerous individuals from SFPD, the Police Academy, DPW, private citizens, ECOs, representatives from other County agencies and the president of the California Community Dispute Services. We reviewed the various state laws and local ordinances pertaining to litter and trash including, but not limited to, the Government Code, the Penal Code, Vehicle Code, Education Code and local City and County of San Francisco ordinances. In addition, we attended the first Clean City Summit (February 1, 2001), a quarterly meeting of the Northern California Regional Graffiti Task Force, interviewed the Director of the Neighborhood Beautification and Graffiti Cleanup Fund, conducted numerous ride-alongs with both uniformed police officers and ECOs during the course of performing their official duties.

Graffiti Abatement Team/SFPD

During these many activities, the CGJ was pleased to discover evidence of positive progress in some areas. A Graffiti Abatement Team was established in October 2000. This team has established a website (www.greatestgraffiti.com), and prepared a video outlining the graffiti problem, which is required viewing for all San Francisco police officers. The Graffiti Abatement Coordinator also has regularly scheduled meetings with adjacent jurisdictions to coordinate graffiti abatement efforts.

The Graffiti Abatement Team consists of one person, who is augmented with light-duty police officers as available. The two light-duty officers currently with the Team evidently will be returning to full duty soon, bringing the Graffiti Abatement Team back to one full-time person. Major issues for the Team include: juveniles being able to obtain aerosol paints illegally, the use of etching acid on bus stops, and gangs of taggers. The Team maintains a computer database that shows information regarding offenders, including pictures of the various tags, which can be used to identify habitual offenders. Information is shared with the SFPD Gang Taskforce. The Team cooperates with other City departments and appreciates calls from City departments and from citizens to their hotline (558-5445) regarding the presence of graffiti.

Graffiti damage up to \$400 is punishable by up to one year in jail, a \$10,000 fine, or both. Graffiti damage of \$400 or more can be punished as a felony by up to three years in prison and a fine of up to \$50,000. The Graffiti Abatement Team believes that the current penalties for graffiti are adequate. What the Team is concentrating on is change of behavior. The Graffiti Abatement Team notes that a number of adolescents they encounter have underlying mental health issues (such as lack of self-esteem), particularly with habitual graffiti offenders. The Team has need of access to counseling for these youth. If the causes for such behavior could be identified and resolved, it would result in a large dent to the

LITTER AND GRAFFITI

graffiti problem in San Francisco. The Team is currently investigating possible access to counseling services through the school system since many of these juveniles also have truancy problems.

California Community Dispute Services

The City has awarded a contract to the California Community Dispute Services (CCDS) to adjudicate infractions of misdemeanor citations issued by the ECOs and others for litter and illegal dumping. Three Community Courts have also been organized for the same purpose. The problem of the clogged courts, where illegal dumping and litter citations were originally heard and where they often received a low priority or fell through the cracks, has been partially alleviated. From the onset of this program in January 2000 through February 28, 2001, a total of 2985 citations were referred to the CCDS. Violators elected to appear in 1748 cases at the CCDS or at one of the Community Courts.

In analyzing the statistics supplied by the CCDS, we note that during the period January 2000 through February 28, 2001, not a single citation was referred to CCDS for violation of Section 34 of Article 1 of the Municipal Police Code, which states in pertinent part as follows: "It shall be unlawful for the occupant, or in the absence of an occupant, the owner or lessee, of any building in the City and County, to permit litter to remain or accumulate upon the sidewalk in front of or abutting said building." In view of the condition that exists in the City, we find the non-enforcement of that provision questionable.

Clean City Summit Results

Since the Clean City Summit, the Department of Public Works has embarked on their new District Clean Team efforts. During the District 10 Clean up in February 2001, over 500 volunteers assisted DPW so that over one million pounds of garbage was removed, a major cleanup and landscaping of the Highway 101 offramp to Bayshore Boulevard was completed, corrective action was taken at 194 graffiti sites to paint out 28,050 square feet of graffiti, and over 850 potholes were filled. For more results stemming from the Clean City Summit, see Attachment 2.

LITTER AND GRAFFITI

Environmental Control Officers (ECOs)

The DPW has recently increased the number of ECOs from 14 to 22 (two per supervisorial district). During our ride-alongs with ECOs, we noted that ECOs in the field had a problem communicating with their home office. The ECOs use a radio to contact their office and regularly had to change channels to speak with a supervisor or co-worker and, at times, were completely out of contact with their home base. This situation should be corrected as soon as possible for both the safety of the ECOs and for more efficient performance of their duties.

In the past, the major burdens of fighting graffiti, illegal dumping and litter have been the responsibility of DPW. We have found that DPW, in the areas we investigated, to be staffed with dedicated, hard working, highly motivated personnel who possess a genuine desire to rid the City of these problems. Working under the constraints imposed (i.e., money, lack of personnel and equipment) they are doing a magnificent job. These problems are so enormous, however, that DPW cannot succeed left to its own resources. DPW needs assistance from other departments, especially in the area of enforcement of the litter laws. The pool of 50 DPW personnel (ECOs, supervisors, and others) plus 300 Traffic Control Officers, with help from the SFPD, can stem the tide of the war on the problem.

Bay Area and New York City Actions

In an effort to encourage more active involvement and reporting by concerned citizens, we recommend that a reward system be established wherein citizens reporting illegal dumping and graffiti receive a designated amount of the monetary penalty imposed on the violator. New York City and the Bay Area Rapid Transit System currently use a reward system.

Analysis

Despite the positive efforts, the Deputy Director of Operations for DPW freely admits that the war against graffiti, illegal dumping and litter on the streets and sidewalks is not being won.

The Mayor and Board of Supervisors must accept full responsibility for the condition of the City. They have both the power and authority to correct these problems. Recently, the Mayor has implemented positive, incremental steps. However, until such time as the Mayor and Supervisors make a firm, determined commitment to rid the City of these problems and exert the vigorous and highly visible leadership required, we cannot seriously expect to see a vast improvement. We note the progress made by the City of New York, where this type of leadership is evident and has received high visibility. We see no reason

LITTER AND GRAFFITI

why similar progress cannot be made in the City and County of San Francisco by using similar incentives and programs.

With some modifications adequate laws currently exist, if properly enforced. Those modifications are:

1. The monetary penalties of Section 37 of Article 1 (Public Nuisances) of the Police Code should be increased. We note that DPW has recently proposed increasing the minimum littering fine from \$76 to \$135. This increase will not result from any change to the law; rather, instead of citing San Francisco county law, personnel will be cited under California Penal Code, Sections 374.3 and 374.4. DPW has proposed to the Mayor and the Board of Supervisors that San Francisco County law be changed so that the minimum fine for littering or dumping is increased to \$400. We recommend to the Mayor and the Board that these proposed changes be implemented.
2. Police Code, Section 38 of Article 1, "Public Nuisances," designates officers and employees who may (emphasis added) "have the duty of enforcing these provisions of state law or the San Francisco Municipal Code that relate to the littering of private or public, including, but not limited to streets, sidewalks, parks, square or recreation areas within said City or County, the removal or abatement of any such litter from said private or public property or the unauthorized use of litter receptacles." Government Code, Section 14, states that "may" is permissive and "shall" is mandatory. The "may" in Section 38 should be changed to "shall." Such wording as presently exists emasculates the ordinance and makes it useless.
3. Additional personnel and increased enforcement are needed. As mentioned above, DPW has recently expanded the pool of personnel authorized to issue litter citations from approximately 20 persons (primarily ECOs) to 50 persons (ECOs, supervisors, and inspectors from the DPW Bureau of Street Use and Mapping). To depend only on the 50 DPW personnel for issuance of citations in order to stem the tide of the war on illegal dumping and litter is pure folly. Adding the approximately 300 Traffic Control Officers to the group of personnel issuing litter citations provides a chance to stem the tide.

We observe that newsracks are depositories of litter, objects of graffiti, and an eyesore in the City. Newsracks currently are tagged only if they present a hazard to the general public (e.g., broken window, with jagged edges). Once tagged, the owner has ten days to remedy the situation. On the eleventh day, if not resolved, the rack may be seized. The owner may get the newsrack back if they pay a \$50 fine; if the fine is not paid and the newsrack not redeemed, the rack is then destroyed. Current enforcement of Section 184 of Article 5.4

LITTER AND GRAFFITI

("Regulation of Newsracks") of the San Francisco Public Works Code is as follows: for 2000, 1583 citations were issued, and 554 newsracks were seized; From January through the end of May 2001, approximately 660 violations were issued, and 149 newsracks were seized.

The issue of fixed pedestal newsracks is currently in mediation. DPW expects that mediation may take several more months, after which limited installation of the fixed pedestal newsracks will be implemented in selected areas. We have attached recent photographs (see Attachment 3) of San Francisco newsracks, along with newsracks from another California municipality which clearly show the benefits of a newsrack ordinance.

In September 2000, San Francisco Graffiti Busters (www.sfgraffitibusters.org), a nonprofit organization composed of concerned San Francisco citizens, petitioned the Superior Court for an order requiring the Department of Parking and Traffic to remove all graffiti on DPT property throughout the City within 30 days. Although that suit was dismissed on March 29, 2001, an appeal is expected to be filed. We point out that fact to demonstrate that enforcement is so lacking that it has reached such a state of affairs that private citizens feel compelled to seek the court's aid in ordering the performance of the very duties that elected or appointed officials are being paid to perform.

As previously mentioned, Police Code, Section 38 of Article 1 contains a listing of those personnel who "may" enforce the litter laws. We find no evidence of enforcement by those listed, other than health inspectors and ECOs. In view of the use of "may" in that Section, we cannot say that we are surprised. As previously mentioned, to depend on only the 50 DPW citation writers to enforce the problem of litter or illegal trash dumping is unreasonable.

Traffic Control Officers are included in a list of personnel who "may" enforce the state and local ordinances. We believe that this class of officers is ideally situated to enforce graffiti and sidewalk cleanliness ordinances. Many locations with metered parking are also areas that attract litter and graffiti (e.g., Mission Street, Polk Street, Stockton Street, South of Market). In anticipation of the Director of the Department of Parking and Traffic's response that Parking Control Officers do not have time to enforce litter laws, we merely note that good, efficient managers accomplish their tasks even under trying conditions.

During our visit to the Police Academy, we were informed that the contents and existence of local ordinances were given little, if any, emphasis in the curriculum. If new officers are not properly briefed in the ordinances, they cannot properly enforce them. Police policy should include litter abatement, absent more pressing duties. As time and circumstances permit, enforcement of litter, graffiti and illegal dumping laws should be part of the SFPD general orders.

LITTER AND GRAFFITI

FINDINGS

During our year in office, a foreign visitor to our City approached a member of the CGJ and made the following unsolicited remarks: "You know, you have one of the prettiest, dirtiest, cities in the world" (emphasis added). We collectively are deeply disturbed that a visitor to San Francisco would leave with that opinion. Both the Mayor and Board of Supervisors must assume a highly vocal leadership position.

1. Section 3.100 of the San Francisco City and County Charter states that "the Mayor shall enforce all laws relating to the City and County." To force the expenditure of over \$22 million of public funds per year for graffiti removal, sidewalk cleanup, garbage and trash removal caused by illegal dumping is not an example of bold and effective leadership. To reach a state of affairs where private citizens find it necessary to sue in court to force elected and appointed officials to perform those duties which they are being paid to perform is not an example of bold and effective leadership. During its investigations, the CGJ has seen several good initiatives taken by the City in response to the problems of graffiti, litter and illegal dumping (see Attachment 2). However, if San Francisco is to resolve these problems, both the Mayor and Board of Supervisors must additionally assume a highly vocal leadership position.
2. Enforcement of litter laws is inadequate. New police officers cannot be expected to enforce litter laws if they have not been adequately introduced to their existence. Until the establishment of the Graffiti Abatement Team, the only class of City employees who appeared to consistently enforce litter laws was the ECOs. Adding the approximately 300 Traffic Control Officers to the pool of personnel issuing citations and placing increased emphasis on police enforcement of litter laws should produce a significant improvement in the City's appearance.
3. The monetary penalties imposed on violators (if apprehended) of the litter laws are totally inadequate to deter such crimes. The low level of such fines borders on making it economically feasible to illegally dump. The maximum penalty of \$76 is an improbable deterrent.

RECOMMENDATIONS

1. The CGJ recommends that the Mayor adopt an aggressive and highly visible leadership role in the war against graffiti, litter and illegal dumping. The Mayor must insist on mandatory enforcement of existing laws.

LITTER AND GRAFFITI

Required Response

Mayor – 60 Days

2. The CGJ recommends that the curriculum for the Police Academy be revised to add sufficient time to acquaint new police officers with the local Municipal Police Code regarding graffiti, litter and illegal dumping.

Required Response

San Francisco Police Department– 60 Days

3. The CGJ recommends that the SFPD provide in-service training for existing officers on the contents of the Police Code regarding litter.

Required Response

San Francisco Police Department– 60 Days

4. The CGJ recommends that the word “may” in Police Code, Section 38 of Article 1 mentioned above be changed to “shall.”

Required Response

Mayor – 60 Days

Board of Supervisors – 90 Days

5. The CGJ recommends that Police Officers, Traffic Control Officers and ECOs increase their enforcement activities.

Required Response

Mayor – 60 Days

Board of Supervisors – 90 Days

San Francisco Police Department – 60 Days

Department of Parking and Traffic – 60 Days

Department of Public Works – 60 Days

6. The CGJ recommends that monetary penalties contained in the litter laws be increased as indicated above. The CGJ supports this proposed increase, and

LITTER AND GRAFFITI

additionally urges that the minimum penalty for illegal dumping be increased to \$750 for first-time offenders and \$1000 for repeat offenders.

Required Response

Mayor – 60 Days
Board of Supervisors – 90 Days
Department of Public Works – 60 Days

7. The CGJ recommends that a reward system be instituted wherein citizens reporting graffiti, litter, or illegal dumping should be awarded a substantial portion of the penalty imposed on the convicted violator reported by them.

Required Response

Mayor – 60 Days
Board of Supervisors – 90 Days

8. The CGJ recommends that the field communication system used by the ECOs be upgraded to permit more efficient performance of their duties and to increase their safety.

Required Response

Department of Public Works – 60 Days

9. The CGJ recommends that that funding be provided for juvenile counseling as a part of the Graffiti Abatement Team.

Required Response

Board of Supervisors – 90 Days
San Francisco Police Department – 60 Days

LITTER AND GRAFFITI

ATTACHMENT 1

**LETTERS IN MAY 2001
FROM DEPARTMENT OF PUBLIC WORKS LETTERS
TO
PROPERTY OWNERS,
GROCERY STORE OWNERS/MANAGERS
FAST FOOD OWNERS/MANAGERS
NEWSPAPER DISTRIBUTORS**



Willie Lewis Brown, Jr., Mayor
Edwin M. Lee, Director



Phone: (415) 695-2003
Fax: (415) 695-2001
TDD: (415) 554-6900
<http://www.sfdpw.com>

Department of Public Works
Deputy Director of Operations
2323 Cesar Chavez
San Francisco, CA 94124

Mohammed Nuru, Deputy Director

May 21, 2001

NOTICE OF LEGAL RESPONSIBILITY

To San Francisco Property Owners:

I am writing to inform you of your legal responsibilities to keep San Francisco clean.

It is illegal to litter, sweep, or throw rubbish into or upon any street or public place. As a property owner, you are solely responsible for keeping the sidewalks and curbsides around your property clean at all times. You have to spend the time sweeping the sidewalks and curbsides in front of your home, office building, lot, or storefront. If you lease the property, it is still your responsibility to maintain your sidewalk and curbside.

Failure to comply with or violation of the litter laws will result in your receiving a citation warning that, if not responded to, will lead to significant fines that will only increase with your noncompliance.

Your property is an important asset to your neighborhood and you can keep it looking its best by stopping or removing graffiti as well as removing and properly disposing of all rubbish that accumulates in or around your property.

We all share the responsibility of maintaining a clean, healthy city. We can improve the cleanliness of our streets and other public areas by adhering to the laws against littering and illegal dumping.

If you observe excessive debris, graffiti, or illegal dumping, call our 28-CLEAN hotline and we will respond as quickly as possible.

Sincerely,

A handwritten signature in black ink, appearing to read "Mohammed Nuru", written over a horizontal line.

Mohammed Nuru
Deputy Director of Operations

"IMPROVING THE QUALITY OF LIFE IN SAN FRANCISCO" We are dedicated individuals committed to teamwork, customer service and continuous improvement in partnership with the community.

Customer Service

Teamwork

Continuous Improvement



Willie Lewis Brown, Jr., Mayor
Edwin M. Lee, Director



Phone: (415) 695-2003
Fax: (415) 695-2001
TDD: (415) 554-6900
<http://www.sfdpw.org>

Department of Public Works
Deputy Director of Operations
2323 Cesar Chavez
San Francisco, CA 94124

Mohammed Nuru, Deputy Director

May 29, 2001

NOTICE OF LEGAL RESPONSIBILITY

To all Grocery Store Owners/Managers in San Francisco:

I am writing to inform you of your legal responsibility to secure your property on your premises at all times; this includes shopping carts.

The Department of Public Works continues to retrieve abandoned shopping carts, thereby utilizing valuable city resources that could be more effectively used in other street cleaning functions. Further, DPW has received numerous complaints on our customer service line regarding abandoned shopping carts throughout the City. This letter serves to inform you of the continued seriousness of this problem. It is critical that you develop strategies to secure your store's shopping carts on your premises.

Also, as a property owner or ground-floor tenant, you are also responsible for keeping the sidewalks around your property clean and litter free at all times. You need to spend the time sweeping the sidewalks around your storefront.

The Department of Public Works will be closely monitoring any infractions of public works codes. We have increased the number of enforcement officers to 22 full-time employees who will patrol city streets and monitor compliance, especially citing illegal dumpers and towing away motorists who violate no-parking regulations in areas posted for street cleaning. We are also beginning a process that will double and triple fines for street cleaning infractions.

I am confident that we can work together to resolve the issue of abandoned shopping carts. The following meeting has been called to address this concern:

June 12, 2001
City Hall, Room 201
5:30 p.m.

Please call 695-2003 to R.S.V.P. and we anticipate your participation.

Sincerely,

A handwritten signature in black ink, appearing to read "Mohammed Nuru", written over a horizontal line.

Mohammed Nuru
Deputy Director for Operations

"IMPROVING THE QUALITY OF LIFE IN SAN FRANCISCO" We are dedicated individuals committed to teamwork, customer service and continuous improvement in partnership with the community.

Customer Service

Teamwork

Continuous Improvement



Willie Lewis Brown, Jr., Mayor
Edwin M. Lee, Director

Mayo 21 de 2001



Fax: (415) 695-2001
TDD: (415) 554-8900
<http://www.sfdpw.com>

Department of Public Works
Deputy Director of Operations
2323 Cesar Chavez
San Francisco, CA 94124

Mohammed Nuru, Deputy Director

AVISO DE RESPONSABILIDAD LEGAL

A los propietarios de la ciudad de San Francisco:

Les escribo esta carta para informarles acerca de sus responsabilidades legales para mantener limpia la ciudad de San Francisco.

Es ilegal ensuciar, barrer hacia la calle o tirar basura en o sobre cualquier calle o lugar público de la ciudad. Como propietarios, Uds. son totalmente responsables de mantener limpios en todo momento las aceras, los contenes, así como todos los lugares que rodean sus propiedades. Ustedes tienen la responsabilidad de dedicar el tiempo necesario para barrer las aceras y los contenes en el frente de sus casas, edificios de oficinas, lotes o comercios. Si Uds. arrendaran la propiedad, continuará siendo responsabilidad de Uds. el mantener limpios las aceras y los contenes.

El no cumplir con esta disposición o violar las leyes relacionadas con la limpieza de la ciudad, habrá de resultar en que Uds. reciban citaciones con advertencias que, si no respondieran a las mismas, habrán de tener como resultado la aplicación de graves multas que sólo habrán de aumentar si Uds. no se ajustaran a las disposiciones establecidas.

Sus propiedades son una de las riquezas más importantes de su vecindario, el que Uds. pueden ayudar a mantener en su mejor aspecto, evitando que se pinte grafito en las paredes o muros, o removiendo los existentes, así como recogiendo debidamente cualquier basura o escombros que se acumulare en su propiedad o en los alrededores de la misma.

Todos compartimos la responsabilidad de mantener una ciudad limpia y saludable. Todos podemos mejorar la limpieza de nuestras calles, así como de otras zonas públicas, ajustándonos a las leyes existentes en contra de los desperdicios y de tirar basura ilegalmente en lugares públicos.

Si Ud. observara acumulación de escombros, grafito pintado en los muros o paredes, o si fuera testigo de que alguien tirara basura ilegalmente hacia las calles, llame a nuestra línea de emergencia 28-CLEAN, y nosotros responderemos tan pronto como nos sea posible.

Atentamente,

Mohammed Nuru

Director Asistente de Operaciones



Willie Lewis Brown, Jr., Mayor
Edwin M. Lee, Director

Phone: (415) 895-2003
Fax: (415) 695-2001
TDD: (415) 554-6900
<http://www.sfdpw.org>

Department of Public Works
Deputy Director of Operations
2323 Cesar Chavez
San Francisco, CA 94124

Mohammed Nuru, Deputy Director

May 29, 2001

NOTICE OF LEGAL RESPONSIBILITY

A message to all Fast Food Owners/Managers in San Francisco:

I am writing to remind you of your legal responsibilities as business operators in San Francisco in keeping San Francisco's sidewalks clean and litter-free.

The Department of Public Works has embarked on several new cleaning initiatives, but in order for our efforts to be successful, we need full cooperation and participation of fast food outlets and food-to-go establishments.

Please ensure that litter and debris does not accumulate around your establishment. Please regularly empty your litter cans outside of your establishment so that litter is not inadvertently spilled onto sidewalks. Please ensure that the sidewalk in front of your establishment is clean and litter-free at all times.

The Department of Public Works will be closely monitoring any infractions of public works codes. We have increased the number of enforcement officers to 22 full-time employees who will patrol city streets and monitor compliance, especially citing illegal dumpers and towing away motorists who violate no-parking regulations in areas posted for street cleaning. We are also beginning a process that will double and triple fines for street cleaning infractions.

Thank you for your continued cooperation and support as the Department of Public Works improves the quality of life in our neighborhoods.

Sincerely,

Mohammed Nuru
Deputy Director for Operations

"IMPROVING THE QUALITY OF LIFE IN SAN FRANCISCO" We are dedicated individuals committed to teamwork, customer service and continuous improvement in partnership with the community.

Customer Service

Teamwork

Continuous Improvement



Willie Lewis Brown, Jr., Mayor
Edwin M. Lee, Director

PHONE: (415) 695-2000
Fax: (415) 695-2001
TDD: (415) 554-6900
<http://www.sfdpw.org>

Department of Public Works
Deputy Director of Operations
2323 Cesar Chavez
San Francisco, CA 94124

Mohammed Nuru, Deputy Director

May 29, 2001

NOTICE OF LEGAL RESPONSIBILITY

A message to all Newspaper Distributors in San Francisco:

I am writing to remind you of your legal responsibilities as business operators in San Francisco in keeping San Francisco's sidewalks clean and litter-free.

The Department of Public Works has embarked on several new cleaning initiatives, but in order for our efforts to be successful, we need full cooperation and participation of newspaper distributors.

Please DO NOT leave bundles of newspapers outside of storefronts or newsracks unattended. As you know, these bundles often become untied and create litter that the Department of Public Works then needs to clean up, utilizing valuable city resources that could be more effectively used in other street cleaning functions.

Also, please ensure that your newsracks are kept free of litter and graffiti at all times.

The Department of Public Works will be closely monitoring any infractions of public works codes. We have increased the number of enforcement officers to 22 full-time employees who will patrol city streets and monitor compliance, especially citing illegal dumpers and towing away motorists who violate no-parking regulations in areas posted for street cleaning. We are also beginning a process that will double and triple fines for street cleaning infractions.

Thank you for your continued cooperation and support as the Department of Public Works improves the quality of life in our neighborhoods.

Sincerely,

A handwritten signature in black ink, appearing to read "Mohammed Nuru", written over a horizontal line.

Mohammed Nuru
Deputy Director for Operations



Willie Lewis Brown, Jr., Mayor
Edwin M. Lee, Director



Phone: (415) 695-2003
Fax: (415) 695-2001
TDD: (415) 554-6900
<http://www.sfdpw.com>

Department of Public Works
Deputy Director of Operations
2323 Cesar Chavez
San Francisco, CA 94124

Mohammed Nuru, Deputy Director

2001 年五月二十一日

法律責任通知書

致三藩市物業擁有人：

這封信是通知您，您有法律責任保持三藩市清潔。

在任何街道或公共地方亂拋垃圾或將垃圾掃出街外均屬違法。身為物業的擁有人，您需負全責，在任何時間保持您物業人行道和路緣的清潔。您需要打掃您房子、辦公室大樓、地皮前面或臨街店面的人行道和路緣。如果您將物業出租，保持人行道和路緣的清潔仍屬您的責任。

如不遵行或違反垃圾法律，您會收到一張警告的告票，如您不予回應，將會導致更高的罰款。

您的物業是您鄰里的重要資產，制止或清除塗鴉以及適當掃除任何積聚在您物業前的垃圾，均可使您的物業保持美好外觀。

我們所有人都有責任保持城市清潔和健康。遵守打擊亂拋垃圾和非法棄置垃圾的法律，可以改善我們的街道和其他公共地方。

如您看到有過份的垃圾，塗鴉或非法的棄置垃圾，請電 28-CLEAN 熱線，我們將儘快作出回應。

工務局運作副總監

Mohammed Nuru 謹啟

LITTER AND GRAFFITI

ATTACHMENT 2

**DEPARTMENT OF PUBLIC WORKS
ACTIONS TAKEN FOLLOWING
CLEAN CITY SUMMIT
(FEBRUARY 1, 2001)**

DPW Public Affairs

1 Dr. Carlton B. Goodlett Place

Room 348

San Francisco, CA 94102

(415) 554-7926 FAX: (415) 554-6944

Memo

To: Alan Nicholson/John Everett
From: Alex Mantak
Date: 6/7/01
Re: Civil Grand Jury Report

I am pleased to send you:

1. Draft summary of the Clean City Summit workshop goals and accomplishments.
2. I was directing the Public Education workshop and accomplishments to date include:
 - (a) completion of a radio and television commercial in English, Spanish, and Cantonese against illegal dumping, featuring the Mayor and Police Chief Lau.
 - (b) completion of a television commercial in English, Spanish, and Cantonese against littering, featuring STOMP and the Mayor, to be screened for the first time on July 19th at the Marines Memorial Theatre. Please send me your mailing addresses so I can send you an invitation to the screening.
 - (c) planning for a television commercial featuring the Mayor and animated characters, directed at youth and a clean city.
 - (d) Establishing a Club DPW for youth—see attached Ed Lee's letter.
3. Press coverage of some of our events.
4. Our website—www.sfcleancity.com where citizens can find out information and volunteer for cleanups and sign up for Club DPW. Also note, the hot button Neighborhood E-forum where people can complain about dirty streets (some sample comments are attached).

If you need anything else, please let me know.

CODE ENFORCEMENT: CONSISTENT & EFFECTIVE GRIME PREVENTION

Workshop Participants

There were 35 to 40 individuals who attended the workshop, representing the following entities:

- City and County enforcement departments (Public Works, Public Health, Police, City Attorney)
- Local private and commercial businesses
- Non-profit agencies
- Neighborhood watchdog organizations

Overview of the Workshop / Discussion

Brief presentations by City officials (Senior Street Inspector, Principal Environmental Health Inspector, and Environmental Control Officer) about their duties in and experiences with local code enforcement were followed by discussion. Neighborhood activists expressed a need for more trash receptacles throughout the City. A local business owner wanted to see citations enforced that demand the sweeping of sidewalk and curb. Various observations were made, such as illegal dumping being quite prevalent, and that it is very different from neighborhood littering – that is, some companies are deliberately dumping in areas where they cannot be easily observed or detected. Fines don't seem to be discouraging dumping. Proper complaint handling (e.g., calling people back) is critical. City employees need to do their jobs, or be given the support (by "higher-ups") to do their jobs. Police are not getting out of their patrol cars often enough. City agencies do not always provide good customer service. There needs to be phone numbers to call in each district, to avoid having to ask whom to call for what purpose. Also, people should not have to guess what number to call, say, after 6 pm. In fact, the office or offices receiving calls should be staffed "24/7" (i.e., round the clock). There is frustration that environmental control officers are restricted in what they can cite. Enforcement overall has to be streamlined, with clearly comprehensible codes. Street inspectors should check for permits. PCOs need to call in abandoned cars so that they can be cited and removed. The entire enforcement process should be studied objectively: is the City doing enough to enforce tickets? There should be some thought given to offenders: can they be made to attend class or perform community service? The bottom line is that penalties up front are not scaring anyone (or even making people feel accountable for their actions). The City should have an Ombudsperson dedicated full-time to enforcement issues, monitoring, being an advocate for people affected by inadequate enforcement. Something should be done about repeat offenders. Perhaps a reward or a series of rewards should be granted to people who turn in offenders. The most frequently-stated observations were that: 1) City agencies are not visible enough, especially proactively-speaking, nor are they appropriately linked to one another, therefore there seems to be the belief, or at least the perception, that enforcement is not occurring on a regular basis; and 2) although the general public may have a sense of what is legal and what is not, they don't exactly know, so they don't take action and they can't encourage others to take action.

Final Recommendations

1. Impose higher fines for repeat offenders/violations.
2. Increase community awareness, and provide feedback to complainants.
3. Increase visibility and authority of enforcement officers.
4. Improve coordination among the various enforcement agencies.
5. Reinforce code enforcement tactics and increase staffing levels.
6. Implement revisions to codes to facilitate their enforceability.

Actions Taken To-Date

1. Using authority granted under state law, San Francisco will crack down on littering and dumping by immediately raising minimum fines to \$135, from \$76.

The Department of Public Works said it will propose to the Board of Supervisors and Mayor Willie Brown that the city change its laws to increase the minimum fines to at least \$400.

2. The Department of Public Works mailed a letter to all San Francisco property owners educating them about their legal responsibility in keeping their property clean.
3. Environmental Control Officers have been increased from 20 to 50.
4. DPW and several city agencies are working together in Community Clean Teams to improve street cleanliness on a district by district basis.

One Stop for Street Trees and Medians Workshop summary

Participants

The workshop included representatives of non-profit tree groups, private tree contractors, affected city agencies and interested citizens. Everyone participated in the discussion.

Goal

The group's goal was to evaluate the proposal for centralizing street tree management within the Department of Public Works and then make recommendations for its implementation or identify alternatives to the proposal.

Overview of discussions

The street tree workshop was successful in that a cross section of the community was represented, the proposal for a centralized program was supported and specific recommendations were developed.

The discussion covered the need for developing an effective organization structure, addressing public perception, and long term consistent funding. It was suggested that street tree operations be part of an agency that is solely focused on trees, which might be named the Department or Bureau of Urban Forestry. It was felt that the effort to take responsibility for all street trees should be completed as quickly as possible. To address the perception that trees are a low priority with the Department, it is important that the Department build confidence in the community that it will care for and protect street trees through neighborhood outreach. To promote public confidence, the Department must critically examine its program to identify opportunities for improving the care of street trees. In the case of funding, it will be important to acquire adequate resources to do the job properly from the beginning and ensure that funding is committed for the long term. This is best accomplished through the city's General Fund.

Recommendations

The three primary recommendations were first that DPW become the lead agency for street tree management, second that the Department needs to identify opportunities to improve its program and third educate the public about trees.

Next Step

Several participants acknowledge and support the Department for its efforts to improve and centralize street tree operations. There is an interest in scheduling future meetings to further develop and implement the centralized tree program.

Final recommendations

1. Form a public education committee made up of interested participants from the workshop to develop and implement anti-litter and anti-graffiti messages, using children and young adults as change agents.
2. Create a strategic action plan using ideas from the workshop (see above results) to guide the work of the committee throughout the year.
3. Meet with the Mayor at least once a year to give him an update.

Actions Taken To-Date

1. DPW's Public Affairs office is currently producing an anti-litter television commercial featuring the cast of STOMP.
2. A concurrent posting of STOMP anti-litter messages in Bus Shelter ads are scheduled for July to coincide with the STOMP television commercials.
3. DPW is reaching out to young people through the Community Clean Teams and the newly formed Club DPW, which has signed on 500 high school students. Applications have been posted at the www.sfcleancity.com web site.

EDUCATION, PUBLICITY, AND THE MEDIA WORKSHOP

Participants who attended the workshop

The following five groups of people were represented:

1. Media (television, radio, and print), including ethnic media
2. Corporate sponsors
3. Creative talent
4. Billboard and bus shelter advertising companies
5. Citizens who expressed interest in the workshop

Assumptions identified at the workshop

- Public education plays a major role in any program that seeks to eradicate graffiti and litter.
- The ultimate goal of a public education campaign is to change attitudes and behavior (i.e., not to litter). There is a certain amount of knowledge available on how to change people's attitudes and behavior.
- DPW has limited funds to invest in public education campaigns.
- DPW needs a multi-talented advisory group to help identify priorities and help direct effective public education campaigns.

Overview of the discussion

Group ideas were solicited to define and identify the appropriate message and audience for these campaigns; the most appropriate vehicle for reaching these populations; and ways of soliciting media and corporate support. Finally, there was brief discussion on the formation of a Public Education subcommittee of the Clean City Coalition and the need to develop a plan of action for the committee to work on.

Results

Participants identified and ranked nine groups to be targeted for a public education campaign—the top three included children/students; everyone; and the entire family group. Other interesting potential audiences include visitors/commuters, film industry, and businesses that use flyers.

Sixteen types of messages were identified and ranked—the top three being “pride and ownership”, “health”, and “respect for others”. Other interesting examples include: trash education, civic responsibility, and the stupidity of littering.

Twenty-seven ways of reaching the targeted audiences were identified—the top ones are: “games”, “television”, “toys”, and “school posters”. Other examples include: vending machines, radio DJ's, fast food outlets, and schoolteachers.

[DRAFT – June 8, 2001]
COVER

FINAL REPORT

CLEAN CITY SUMMIT
February 1, 2001

Convened by:

Mayor Willie L. Brown, Jr.
Department of Public Works
Clean City Coalition

Summary and Recommendations

CLEAN CITY SUMMIT LOGO

Inside cover: collage of photos from the summit

731-NEWS

email: sftimes@mac.com

|| 731-6397 to advertise or contribute.
door from "The Peaks to The Beach."

Organizing Project fornia Project

mmunity action forum

ancisco:

FOR ALL

uary 25, 2001

0 p.m.

Auditorium

1 Mason in San Francisco



> Hear our concerns about San Francisco's housing
project will be presenting a proposal to insure that
rable city for working families.
akes housing a top priority

Talking trash at the Clean City Summit

DPW unveils new district cleaning, landscaping plan

by Kelly Castagnaro

More than 270 individuals representing 130 organizations got together Feb. 1 to talk some serious trash. Attending neighborhood groups, non-profits and corporations were not wagering bets on current sporting events, or arguing about the merits of various San Francisco neighborhoods.

Instead, they were attending San Francisco's first Clean City Summit sponsored by the city's Department of Public Works and the Clean City Coalition.

At the heart of the summit were nine workshops that addressed quality of life issues, from developing year-round anti-litter messages to keeping San Francisco graffiti free.

Individual participants attended workshops, with topics ranging from street trees to code enforcement, where group discussions generated key policy recommendations.

"Obviously there is a lot of important work ahead," said Ed Lee, director of Public Works. "The Summit has at the very least identified what our priorities should be and the types of partnerships that are available for addressing every one of these issues."

In addition to the recommendations stemming from the nine workshops, which ranged from increasing fines for illegal dumping to forming a public education committee to implement anti-litter messages, a DPW reorganization plan for manual cleaning and landscaping by supervisorial districts was also announced by Lee at the conclusion of the summit.

"The reorganization will ensure increased and faster service in the removal of litter," said Lee. "This will also allow us to better identify individual district and constituent needs in a more expedient manner."

To ensure a swift and efficient response to neighborhood needs, the Department of Public Works appointed a street cleaning captain to each of the city's 11 supervisorial districts.

In District 7, the new captain is Melvin Powell, who covers the Park Merced and West of Twin Peaks areas.

Powell, who has been with the department for seven years, begins his day's work at 6 a.m. Responsible for a staff of six street cleaners, who roam the district responding to constituent and merchant complaints, Powell says illegal dumping and littering cause the most common aesthetic harm in District 7.

"If people would wait until Sunset Scavenger is coming to put out their larger items, that would eliminate a lot of the street trash," said Powell.

"Piles tend to grow when people become aware of them."

Despite the challenges his job often presents, Powell says his job is rewarding and that it is "an honor and a pleasure to serve so many people in District 7."

The next district to be cleaned up by the DPW's Community Clean Team Program is District 7 during March. Members of the public can call Melvin Powell directly (695-2017), or Tony Hall's office (554-6516), to let DPW know which areas, including schools and public buildings, to clean up for trash and graffiti.

SF Organizing Project gets organized

West Portal Monthly
February 2001

Coldwell Banker
Congratulates



Maureen Conroy

Top Agent—1999

Member of our

International President's Elite,

the top 1% of our 65,000 agents nationwide

Lakeside Office

2633 Ocean Avenue

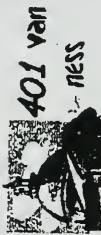
338-0157

664-0153

ACE PHARMACY

MONDAY THRU SATURDAY 9AM-6PM • SUNDAY & HOLIDAYS 10AM-3PM

415-731-0505



**The San Francisco
Clean City Coalition**

Taking Pride in Our City



MAYOR WILLIE BROWN

There is and can never be another place like San Francisco. Renowned for

its breathtaking views, awe-inspiring vistas, diversity, world-class restaurants and countless attractions, San Francisco has something for everyone.

But for all of San Francisco's assets, we have a growing problem on our hands—litter. It occasion-

ally piles up on some of our streets, blows through neighborhood hoods, tarnishes our waterfront and collects along the borders of our parks and public plazas. San Francisco's reputation for beauty and cleanliness may fade if we don't do something now—litter is bad for our reputation, our civic pride and our business.

The amount of litter picked up off our streets has doubled in the past ten years, from 10,000 to 20,000 tons per year. That's a lot of trash. And it doesn't include the litter blowing around our school grounds, parks and sidewalks. San Francisco deserves better—but the only way we can rid the City of litter is if everyone lends a hand.

Not everyone knows that, by law, property owners and ground-floor tenants are responsible for keeping their portion of the sidewalk clean and litter-free. The City will pick-up trash on the streets, but we must work together to reduce litter on the sidewalks—that's what the new San Francisco Clean City Coalition is all about.

On October 14, I led scores of volunteers from the community and City departments in an ambitious clean up of District 6. Dubbed the Community Clean Team, this team of individuals serve as the model for an ambitious project sponsored by the

Clean City Coalition—an umbrella organization of neighborhood and merchant organizations, local government, non-profits, businesses and schools—to clean San Francisco's neighborhoods one district at a time, one month at a time.

The Coalition will conduct outreach to neighborhood groups, merchant associations, and nonprofit organizations, encourage them to develop long-term clean up and beautification programs, while providing them with the technical assistance and resources they need to be successful. This approach will improve the cleanliness of our City by making community clean up, outreach and educational programs routine events, and by making City departments and programs more accessible to community groups.

With your help, and the continued efforts of the City, the business community and non-profit organizations, I am confident we can make a difference. Please check the Coalition's website for more information (www.sfcclean.org) or call 554-5447 to volunteer or find out more information about activities in your district. Let's work together to ensure that San Francisco remains America's favorite city. ■

Twin Peaks,

of Corrections, the Police Department, San Francisco SAFE

Roundup is an herbicide that is currently banned for uses such as

New Push in S.F. To Clean Up Streets

Expert calls program model for the nation

By Edward Epstein
CHRONICLE STAFF WRITER

Tired of being tagged as "Filthydelphia," Philadelphia has undertaken a huge cleanup campaign. Chicago has thousands of people who volunteer to clean their streets, parks, even subway stations.

Now, San Francisco, too, wants to clean its streets and its reputation. That was the pledge yesterday as a few hundred people representing neighborhood groups, businesses, youth organizations and city departments vowed to emulate those other cities during a Clean City Summit at City Hall.

San Francisco has been through this before, going back several years, and instead of getting cleaner, the city has grown more littered and tagged by graffiti. But a national expert on the livability of cities said yesterday that San Francisco might be headed in the right direction, pointing out that the Department of Public Works is going all out to build a constituency for a cleanup.

"DPW is reaching out," said Tony Hiss. "I think this is going to be a national model."

"To see a hard-core department like this trying to reinvent itself is very exciting," added Hiss, a longtime writer for the New Yorker magazine who has also written several books on making cities livable.

The department has created 11 district superintendents and given them responsibility for cleaning their areas, based on the 11 new districts for the Board of Supervisors. DPW has also created an online forum, at www.sfdpw.com, where people can sound off and get a response from the department.

A new San Francisco Clean City Coalition, initially financed by such big donors as Pacific Bell and Walgreens, has been created to help foster neighborhood volunteerism.

But the job grows ever more daunting. In the past 10 years, the

amount of trash picked up from the streets has doubled, to 20,000 tons annually. The city now spends \$30 million a year cleaning streets and painting over graffiti.

Those attending the meeting spent a good chunk of the day in nine workshops, discussing such topics as getting young people to stop scrawling graffiti, how to form new public-private ventures and enforcing existing laws.

Among the major recommendations the group made to Mayor Willie Brown were a proposal to sharply increase fines for dumping and littering from the current \$72 per offense and a call for city departments to cooperate more on cleaning issues.

One big complaint, which has drawn a lawsuit, is that thousands of curbside parking signs have been vandalized by graffiti but that the Department of Parking and Traffic hasn't cleaned them up.

Brown said he hoped parking and traffic would budget money to do more cleaning, while public works has indicated some willingness to cross bureaucratic lines and have its crews clean some of the signs.

The mayor also said he supports higher fines, which would require a change in state law.

E-mail Edward Epstein at
ee Epstein@schronicle.com.

Goats to help city take a nibble at blight

by David Fraser

A betted and aided by 100 goats, city workers and volunteers are poised to kick off June's neighborhood cleanup campaign in San Francisco's District 8 on June 9.

Alexander Mamak of the city's Department of Public Works promised that a herd of goats from Goats R Us will be chomping the hillsides of Twin Peaks.

"It's the first time we've had animal volunteers," laughed Mamak, DPW's director of public affairs. The pilot Clean City project was launched last November and is now a citywide effort.

The cleanup proceeds in stages month-by-month by district. Next month will see volunteer efforts on June 9, 16, and 23. The Twin Peaks activity will start at 9 a.m. on June 9, and run for a couple of hours.

On June 16, the cleanup will be at Mission Dolores Park, and a

week later work will commence at the James Lick Middle School, 1220 Nee at Clipper, focusing on public buildings and a nearby police station.

Information on volunteering and meeting places can be found at the Clean City Coalition's Web site, <http://www.sfcleancity.com/index.html>, and two-legged volunteers can sign up by calling (415) 554-5447.

The coalition is a community-based umbrella organization, organized in conjunction with DPW, the mayor's office, and other city departments. Work often involves people from fire and police departments, schools, and church groups.

"We give them a T-shirt, refreshments, a pizza lunch," Mamak said. "The main purpose is to increase awareness of people's responsibility to keep San Francisco clean."

The department also targets school kids with the idea of community service, through a club and

through rewards at department and other stores. Earning a certain number of work credits brings discounts.

Behind the scenes, he added, the city does "a lot of stuff that volunteers can't do for safety reasons, such as road work. We'll do most of the heavy stuff, with volunteers handling remaining items like clearing weeds. The goats are going to help with that."

"We ask people to tell us their needs," Mamak said. "Some places are highly susceptible to illegal dumping... these are people littering for profit."

Mamak told the *Bay Area Reporter* the cleanup doesn't require additional funding. "There's no budget; it's based on our current street cleaning. We're working smarter by designating [city] people to work on Saturday, and then take Monday off."

Supplies, he said, are being donated by the Clean City Coalition, as well as firms such as Walgreens, Pacific Bell, and Michelin Tires. ▼

BTR. 6/10/01

Call 28-CLEAN to report...

- Illegal Dumping
- Trash Accumulation
- Graffiti

Llame al 282-5326 para reportar los actos ilegales de desecho de basura, trastos viejos y graffiti.

登報非法亂棄垃圾和塗鴉。請電282-5326

Ask for a tracking number to follow-up on your call.

The Department of Public Works is increasing enforcement and fines for the above violations. They are against the law and may result in imprisonment, heavy fines, and community service removing graffiti or picking up trash.



It's time to sound off about clean streets and any other city services you think can be improved.

Check out the online
Neighborhood eForum

on the San Francisco Department of Public Works web site at:

www.sfdpw.com

See what others are saying and add your opinion to the mix for everyone else to see.



**Department of
Public Works**
SAN FRANCISCO

JOIN THE TEAM!!



Help keep San Francisco beautiful by joining our Community Clean Team to pick up litter, remove graffiti, and landscape your District.

Each month, the Department of Public Works organizes a team of volunteers and City employees to spruce up San Francisco, District by District.

February: District 10
Bayview, Hunters Point, Potrero, Visitacion Valley

March: District 7
Park Merced, West of Twin Peaks

April: District 9
Mission District, Bernal Heights

May: District 5
Western Addition, Haight, Potrero

June: District 8
Castro, Glen Park, Noe Valley

July: District 11
Excelsior, OMI

August: District 3
Chinatown, Russian Hill, Nob Hill, North Beach, Telegraph Hill, Waterfront

September: District 2
Cow Hollow, Pacific Heights, Laurel Heights, Presidio Heights, Marina

October: District 1
Richmond

November: District 4
SOMA

January 2002: District 6
Tenderloin, South of Market, Hayes Valley

Find out and sign up for events that are going on in your district.

(415) 554-5447

www.sfcleancity.com

mailed to every household
thru garbage bills +
water bills

OF STREET CLEANING (Manual) on Bocana (where I have lived for over 40 years) and received a fine letter in reply assuring me that manual teams would once again be sent there weekly. For several months this happened. Now it has been since late last summer SINCE ANYONE HAS SWEPT DOWN Bocana Street...I guess with the excitement of a coming election over, things at City Hall have gone back to the	150 Bocana St Bernal Heights 4/13/101
I've lived on anderson street for 21 years. I have observed that ever since the changeover to mechanical street cleaning from manual streetcleaning, the area particularly near the intersection of anderson street and crescent avenue remains littered even after the celning trucks have passed by. The DPW employee in the pick up truck that is supposed to precede or follow the mechanical cleaner and pick up residue left behind does not always pick up what is left over, especially when the mechanical cleaner has to drive around trees. This corner is especially problematic because of a liquor-grocery store on the corner whose customers tend to litter the area with bags, cans, food, diapers, and sundry garbage--the DPW refuse can on the corner is often overflowing as well. And homeless people seem to like this intersection as well, littering the sidewalks. Other non-residents of the immediate area also dump their vehicles and their vehicles contents frequently in the street and on the sidewalk as well as changing their oil, repairing their vehicles and leaving old parts, oil, and other litter behind when they're done. All in all, manual streetcleaning served this part of our neighborhood much more efficiently than the mechanical cleaners ever have.	efrem korngold 661 anderson street 4/3/101
All hot spot areas identified in these comment pages have been reported to the service desk at 28-CLEAN.	DPW 3/30/101
Dear Mr. Mayor I wrote to you asking for advise as to how to solve the problem we have with the " Filth Garbage and Feces" the homeless encampment creates on 8th st. between Bryant and Brannan, and Brannan st. between 8th and 9th. Your reply was to call the Mobile Assistance Patrol. Who's function is to help the homeless. Let me assure you, If the homeless need help there are numerous ways they can find it. They do not need me to call for them. What I seek is Help for the normal, working , taxpaying folks that have to stumble through the aforementioned filth garbage and feces every day to get to work. I have spoken to the DPW, SFPD and Chris Daly's office. DPW is more than happy to clean and sanitize after the police move the people. SFPD says it's a waste of time to cite the	Sick of Cleaning Garbage 3/28/101

The walkways, staircases and bridges surrounding San Jose Avenue between Randall and Bosworth are a haven for substance abusers, trash, graffiti, feces and dumping. After recently complaining in this forum, some large graffiti under the Richland bridge was finally removed (after 3 years) and trash removal efforts have been more consistent. It's great to see a positive change. Keep it up! (We are watching!)	d wallace 5/4/101
I also wholeheartedly agree with Michael Looi's comment about cigarette smokers littering when they throw their butts on the sidewalk and ground. Why do cigarette smokers think it's not littering to do this; I don't throw my gum or candy wrappers on the sidewalk. I have seen them do this when standing a few feet from a garbage can, and also they tend to toss them out of their cars. I agree that there should be a public awareness campaign launched, and remind these people that CIGARETTE BUTTS ARE LITTER. If they can't handle carrying their butts to the trash can, maybe it's really time to consider kicking the habit.	Rick Mousaw 9 Germania 5/1/101
I disagree with C. Adkins, and the law, where the responsibility of keeping the sidewalks clean and free of garbage is that of the (residential?) property owner and/or tenant. I have a responsible, full time, demanding job; and I pay a lot of income tax and property tax out of my modest salary. I live on the corner of Webster and Germania, which seems to be a depository trash. I assure you that myself or none of the hardworking people in my building are dumping that trash there, nor do we have the time, energy, or resources to constantly clean up after the pigs that dump stuff there. It shouldn't be our responsibility and our liability. And, to Jim Cassiol's point, where do we put it after we clean it up? If we overfill our own garbage cans, we get charged extra by Sunset Scavenger.	Rick Mousaw 9 Germania 5/1/101
Three suggestions for a cleaner San Francisco. 1. Have the Board of Supervisor's pass an ordinance that would allow a property owner to post a small sign to avoid the handbills that are hand delivered to certain neighborhoods on a daily basis. 2. Enforce the current requirement that each business that has a take out have a garbage receptacle so the plastic cups, cans, and other trash can stay off the streets. 3. Encourage the Board of Supervisors to have the State legislature adopt a San Francisco environmental license plate with the proceeds going to clean up and beautification of San Francisco. Thank You!	James T. Ferguson 3025 - 3029 Buchanan 4/22/101

I wrote a letter about a year ago regarding the LACK

Joseph A. Robbins

Department of Public Works

Neighborhood eForum



Street Cleaning

Description

DPW's mechanical street sweepers clean 115,000 curb miles and remove over 10,000 tons of litter and debris from San Francisco's streets annually. In addition, manual street sweeping services are provided along heavily traveled commercial corridors. Property owners and ground-floor tenants are responsible for keeping their sidewalks clean and litter-free. What are your thoughts on:

- Mechanical or manual street sweeping
- Educating the public about litter
- Enforcement of litter laws
- Public trash receptacles
- Adopting a street or block in your neighborhood
- Cleanliness standards
- Other cleaning issues

To go **BACK** to Home, select URL Link below.

URL Link: <http://www.sfdpw.com/sfdpw/eforum/>

Comment Due Date:

Pertinent Neighborhoods:

Service Phone #: 28-CLEAN

Add Comment



If you find a comment so offensive, rude or otherwise inappropriate that you would like it removed, email Topic & Author's Name to info@sfdpw.com

Comments To Date

Name & Date



Yes DPW! Please enroll me as a member of the club.

APPLICATION FOR CLUB DPW MEMBERSHIP

Date **First Name** **Middle** **Last**

Street Address **City** **State** **Zip Code**

Phone # **E-mail** **Age** **Sex**

School Name **Grade**

Why are you interested in participating in this program? _____

Please return this form to:

**Club DPW
City Hall, Room 348,
#1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102**

or fax it to (415) 554-6944.



Edwin M. Lee, Director



Phone: (415) 554-6920
Fax: (415) 554-6944
TDD: (415) 554-6900
<http://www.sfdpw.com>

Department of Public Works
Office of the Director
City Hall, Room 348
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4645

Dear Student:

Club DPW is a citywide campaign to bring together communities, schools, businesses and organizations to foster pride in our City and to help keep San Francisco looking its best.

As a student in San Francisco you are eligible to apply for Club DPW membership. Complete a simple membership form on the internet by logging on to www.sfcleancity.com or complete the attached form and mail it in.

So far this year, hundreds of students from schools like McAteer, Lowell, Clarendon, Aptos, and Mercy Girl's High have participated in projects to clean up and beautify their schools and surrounding areas.

As a Club DPW member you will be provided with many incentives that we are working on, including public recognition of your good work, discounts at your favorite department stores, KMEL prizes and gift certificates, and members-only concerts.

As a Club DPW member in good standing you must:

- Help establish a litter-free and graffiti-free zone around your school and home.
- Check your campus and surrounding area on a regular basis to remove litter and report graffiti.
- Maintain a monthly chart of inspection, including amounts and types of litter found and removed, number of plantings, and number of students involved.
- Separate recyclable items from collected litter.
- Help plant trees and maintain landscaped areas in and around your school and neighborhood.
- Report activities in your school newsletter and to DPW and corporate sponsors.
- Promote Club DPW and get fellow students, parents and teachers to sign-up for District-wide cleanups.
- Earn points by volunteering with the Community Clean Team.

Be part of the team—join Club DPW today! For more information, please visit Club DPW at www.sfcleancity.com or call (415) 554-5447.

I look forward to seeing you at one of our cleanups!

Sincerely,

Edwin M. Lee
Director of Public Works

Storyboard Overview:

The "Stomp That Litter", Commercial Campaign, is an upbeat rhythmic "Montage," showcasing the cast of STOMP and shards of their stage performance wrapped around the streets of San Francisco. Shots will be taken in a variety of locations throughout the city, but not just the obvious spots, we will hit neighborhoods, schools, parks and street scenes that makes San Francisco what it is today.

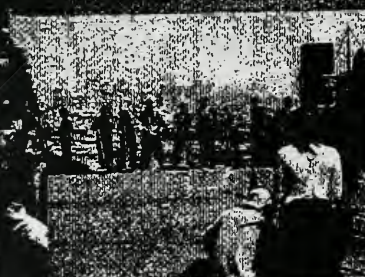
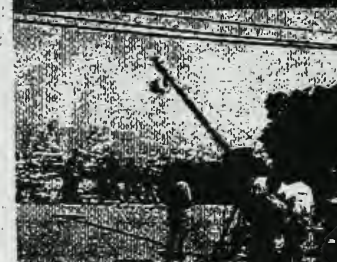
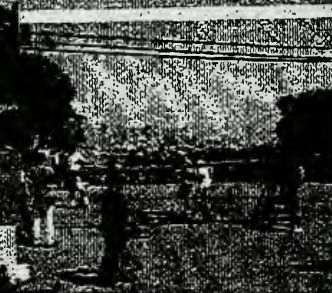
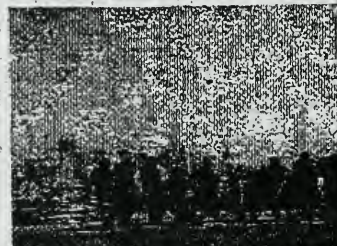
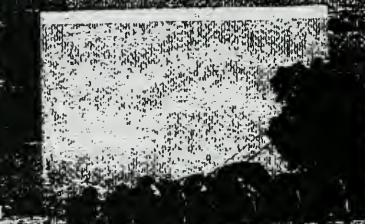
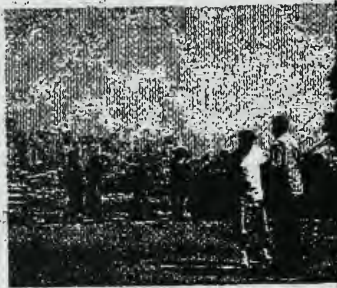
Concept:

Two teams of vigorous street sweepers are at opposite ends of the city. They are cleaning everywhere nothing is spared. Up hills, down alleyways, through schools and parks - the cleaning is infectious!

All this rhythmic cleaning throughout the city apexes when all of our sweepers crest one of San Francisco's many steep hills, the sweepers halt. The camera slowly pulls back revealing the back view of a man dressed in coveralls holding a huge dustpan. The "beat/sweepers" aggressively sweep towards him as he lowers his dustpan onto the pavement. The sweepers fill the dustpan, the lid closes then the camera slowly tilts up from the closed dustpan to reveal the "Dustpan Man". It's Mayor Willie Brown smiling. We cut to a slate: (i.e. "Stomp Out Trash!").

NOTE: What lends life to our campaign is that we re-sequence the various shots and produce numerous spots, keeping in mind that these are "Montages" cut to rhythms; no two spots are ever the same. This will keep our audience looking for "their neighborhood" every time our spots run.

MAJOR filming
Stamp commercial
JUNE 2001



LITTER AND GRAFFITI

ATTACHMENT 3

PHOTOGRAPHS OF NEWSRACKS
FROM
ANOTHER CALIFORNIA MUNICIPALITY
AND
SAN FRANCISCO



Example of
newsracks
from a
California
municipality



Example of
San
Francisco
newsracks



Example of
newsracks
from a
California
municipality



Example of
San
Francisco
newsracks

NEIGHBORHOOD PARKING

Report of the
2000-2001 San Francisco Civil Grand Jury

NEIGHBORHOOD PARKING

SUMMARY

A review of curb markings and parking signs shows a lack of scheduled curb marking maintenance, uneven enforcement of regulations, misuse of curb markings, and a general lack of review of curb marking programs to make them more effective, significantly reducing the number of viable street parking spaces. Many curb zones are no longer needed, oversized, unclear, or not effectively used or enforced. The Department of Parking and Traffic (DPT) needs to improve enforcement programs and efforts to keep the curb marking program up-to-date with the needs of a growing city.

The Civil Grand Jury (CGJ) recognizes and supports the City's "Transit First Policy" and Traffic Calming Program. Such efforts promote smart growth and livable streets for the City of San Francisco. However, through neighborhood surveys, meetings with neighborhood association leaders and discussions with both academic and city planning professionals, we have identified several approaches that can provide more efficient on-street parking while maintaining the Transit First philosophy.

To promote more efficient parking, the CGJ recommends that DPT:

- Establish an ongoing maintenance program by neighborhood to review, update, and repaint curb markings, eliminating those no longer needed. This should be organized similar to the DPW pothole program so that all areas are reviewed and adapted to the needs of the neighborhood. Elements of this program follow below.
- Review bus zones and, where possible, reduce oversized zones. Increase the number of bulb and bar stops in consultation with the Mayor's Office on Disability, and allow parking in zones at times when not needed by buses.
- Evaluate yellow zones and, where possible, convert to early morning deliveries only. Evaluate and eliminate yellow and white zones in areas where commercial establishments have closed or do not require them any longer.
- Establish a proactive, ongoing program to meet with neighborhood merchants associations and residential groups to discuss solutions to parking and traffic concerns specific to individual areas.
- Concentrate enforcement efforts on double-parked commercial vehicles.
- Develop proposed regulations for consideration by the Board of Supervisors that motorcycles park perpendicular to the curb and make it illegal for motorcycles to parallel park.

NEIGHBORHOOD PARKING

- Expand the use of marked angled parking (where applicable).

The CGJ further recommends that the Board of Supervisors:

- Consider the Parking and Traffic Commission recommendation to the Board that they in turn recommend to the California State Legislature an amendment to the California Vehicle Code allowing local jurisdictions to set standards to allow parking in driveway areas, but which also considers the Americans With Disabilities Act (ADA) and any health or safety risks.

INVESTIGATION

Numerous construction operations, such as the Bay Bridge retrofit, the Central Freeway construction and many other new building programs, are adding substantial stress on an already strained traffic and parking situation. The Transit First Policy may provide many long-term solutions to alleviate the traffic and parking situation, but smaller short-term horizon efforts are urgently needed.

The significant increase in parking and traffic problems in San Francisco continues to degrade the quality of life of the resident and visitor. It is difficult to get around town during the extended rush hour, or to find parking in many of our mixed residential and commercial areas.

With a budget in excess of \$54 million, DPT's mission includes raising the quality of life for San Francisco residents and visitors by establishing programs to enhance the movement of people and goods throughout the City. DPT is organized into seven operating groups, including enforcement, parking, traffic engineering and traffic operations. The City's Transit First Policy, combined with the needs to handle increased car, truck and pedestrian traffic and parking in the major business sections of the City, remains the cornerpost of many DPT programs.

The CGJ surveyed ten San Francisco neighborhoods (both residential and mixed commercial/residential; Ingleside, Lakeshore, West Portal, Noe Valley, Mission, Union Street, Stockton Street/Chinatown, North Beach, Marina, Hunters Point) to evaluate what problems might be observed and what improvements might be made to increase availability of parking.

These surveys included curb marking programs, residential permit programs, metered parking, enforcement, and use and traffic flows. In addition, the CGJ conducted interviews with City personnel, neighborhood association members, academic institutions and other professional experts in the fields of municipal parking and traffic. Our findings were consistent among all of the residential/commercial areas surveyed.

NEIGHBORHOOD PARKING

The CGJ also reviewed the material available from the Victoria Transport Policy Institute (www.vtpi.org), which contains a large amount of information regarding possible solutions to transportation problems, and reviewed material from the Harmer E. Davis Transportation Library, Institute of Transportation Studies (at UC Berkeley) and the San Jose Downtown Association. While there are many studies that discuss future planning issues, there appears to be a relative lack of widely available published material regarding how to make existing parking programs more efficient.

The lack of scheduled curb marking maintenance, uneven enforcement of regulations, misuse of curb markings, and a general lack of review of curb marking programs to make them more effective, have significantly reduced the number of viable street parking spaces. Many curbed marked zones are no longer needed, are oversized, are unclear, or are not effectively used or enforced. The CGJ has identified several approaches that, we believe, can effectively add hundreds of needed parking spaces in the City.

For example, around 1996, the Department of Public Works (DPW) altered its approach to routine repair of potholes. Instead of traversing the City to fix the worst potholes, which resulted in a significant amount of time being spent on the road, DPW took a street/neighborhood approach, whereby potholes were fixed area by area, thus maximizing the amount of time spent fixing holes as opposed to driving around.

As part of this effort, DPW developed a city-wide street database used to track needed pothole repair (for a sample, see Attachment 1). DPW personnel note that the database could be modified for use by DPT to track any needed curb marking maintenance. The DPW model would be useful relative to curb markings. Rather than drive around the City to paint the worst curbs, a neighborhood approach would be more efficient.

DPT should gather its experts and enforcement personnel and have meetings with neighborhood groups. These meetings will determine advisable curb zones for the whole neighborhood. Once these new markings are painted, then presumably only emergency work would be necessary for the next several years, thus creating a more efficient process.

DPT needs to improve its enforcement programs and its efforts to keep the curb marking program up-to-date and more in line with the needs of a growing city.

Noe Valley/24th Street Project Angled Parking

In our meetings in various neighborhoods, we learned that the Noe Valley Merchants Association requested angled parking on both sides of Castro Street on the 1300 and 1400 blocks, as well as on the 1500 block in front of James Lick School.

NEIGHBORHOOD PARKING

The City widened the streets on these blocks to accommodate this change, but then moved the overhead MUNI bus wires from the center of the street over to the side of the street so that buses could reach the curb. MUNI needs to move those wires back to center of the street for buses to run down the center of the street in order to have room for cars to park at an angle.

There was tremendous effort on the part of the Noe Valley Merchants Association to get the angled parking approved, which will result in at least eleven more parking spaces. They had gathered signed petitions from the businesses, as well as residents, to approve angled parking, and collected over 1200 signatures.

They also had a meeting coordinated by a member of the Board of Supervisors, DPT and MUNI to discuss parking and bus routes. The Supervisor told the merchants that the angled parking on the 1300 block would be ok.

MUNI officials also indicated that angled parking was a "done deal" on those blocks. However, after all this, the merchants association has been told that angled parking can't be done, because with the relocation of the overhead MUNI wires, the MUNI buses would not be able to get around the cars if they were parked at an angle.

A simple solution to this situation is to install MUNI bulb bus stops where angled parking is feasible. This would allow for easy access to MUNI and better neighborhood parking, and would allow the bus wires to be moved back.

FINDINGS AND RECOMMENDATIONS

1. Finding: Many curb markings are faded and worn to a point where it is unclear if they are still active (see Attachment 2, Photo 1). In addition, yellow and white zones were observed in front of businesses that seem to have little need for them (see Attachment 2, Photo 2).

Recommendation:

The CGJ recommends that DPT have written procedures for an ongoing maintenance program to review, update and repaint curb markings, eliminating those no longer needed. This should be organized similarly to the DPW pothole program so that all areas are reviewed and adapted to the needs of the neighborhood.

Required Response

Department of Parking and Traffic – 60 Days

NEIGHBORHOOD PARKING

2. Finding: Many bus zones are sized for articulated and/or multi-bus use, when only a single bus size stop is required (see Attachment 2, Photo 3). In addition, several observations were made showing that the buses do not pull into spots designated, loading or unloading customers in street lanes. MUNI policy is that buses pull up to the curb where such space is provided. In some cases, this amount of space is no longer required.

Recommendations:

The CGJ recommends that DPT review bus zones and:

- Reduce the size of bus zones in order to free up needed parking spaces. Bus zones should be sized for only one bus unless they are terminal stops or service articulated or multi-bus use.
- Where possible, and in consultation with the Mayor's Office on Disability, increase the number of bulb and bar stops while reducing the size and number of painted bus zones.
- Evaluate the use of bus zones for car parking at the times when bus service has ceased (e.g. night and weekends), such as the #2 Clement and #53 Southern Heights bus routes.

Required Response

Board of Supervisors – 90 Days

Department of Parking and Traffic – 60 Days

Municipal Railway – 60 Days

3. Finding: Yellow and white zones are not being used properly. Many times delivery vehicles do not pull into open yellow zones and double-park while they unload, blocking traffic lanes (see Attachment 3, Photo 4).

Recommendations:

Regarding yellow and white zones, the CGJ recommends that DPT:

- Evaluate neighborhood commercial areas to determine which ones can be changed to early morning deliveries only (e.g. 6 a.m. to 12 noon) creating metered car parking from noon on.
- Concentrate enforcement effort on double-parked commercial vehicles.

NEIGHBORHOOD PARKING

Required Response

Department of Parking and Traffic – 60 Days

4. Finding: In many neighborhoods, angled parking can be accommodated (see Attachment 3, Photo 5).

Recommendation:

Expand and complete angled parking on streets where appropriate. For example, the Noe Valley/24th Street Project was partially completed; the angled parking element remains incomplete.

Required Response

Department of Parking and Traffic – 60 Days

5. Finding: Merchants associations have tried to work with DPT and the City to increase parking in their areas. However, not all these attempts have been successful. For example, there was tremendous effort on the part of the Noe Valley Merchants Association to get angled parking approved. However, after all this, the merchants association was told that angled parking could not be done.

Recommendation:

Establish a proactive ongoing program to meet with neighborhood merchants associations and residential groups to discuss parking and traffic concerns specific to individual areas. DPT should coordinate open forums to discuss solutions to commercial and residential parking problems.

Required Response

Department of Parking and Traffic – 60 Days

6. Finding: In residential areas motorcycles sometimes park parallel to curbs, when, if parked perpendicular to curbs, more parking space would be made available.

NEIGHBORHOOD PARKING

Recommendation:

Where not already in place, develop regulations for consideration by the Board of Supervisors that motorcycles park perpendicular to the curb and make it illegal for motorcycles to parallel park (see Attachment 3, Photo 6).

Required Response

Department of Parking and Traffic – 60 Days

7. Finding: Neighborhood parking could be alleviated to some extent by allowing partial driveway parking that does not interfere with pedestrian traffic. However, Section 22500(f) of the California Vehicle Code currently does not permit this option.

Recommendation:

Consider the Parking and Traffic Commission recommendation that the Board in turn recommend to the California State Legislature an amendment to the California Vehicle Code to allow local jurisdictions to set standards to allow parking in driveway areas, but which also considers the ADA and any health or safety risks.

Required Response

Board of Supervisors – 90 Days

NEIGHBORHOOD PARKING

ATTACHMENT 1

**DEPARTMENT OF PUBLIC WORKS
SAMPLE DATABASE
FOR STREET POTHOLE MANAGEMENT**

/

Right

Left

Streets	Address Nos	Block	Address Nos	Streets	Defects Fixed	Defects To Fix	Sq Ft To Fix	Mill Fill	Notes
Diamond St									
17th St	<End>		17th St	Intersection					
2 - 24			1 - 23	Block					
Market St	<>		Market St	Intersection					
26 - 98			25 - 99	Block					
18th St	<>		18th St	Intersection					
100 - 198			101 - 199	Block					
19th St	<>		19th St	Intersection					
200 - 298			201 - 299	Block					
20th St	<>		20th St	Intersection					
300 - 398			301 - 399	Block					
21st St	<>		21st St	Intersection					
400 - 498			401 - 499	Block					
22nd St	<>		22nd St	Intersection					
500 - 548			501 - 547	Block					
	<		Alvarado St	Intersection					
550 - 598			549 - 599	Block					
23rd St	<>		23rd St	Intersection					

Right		Left		Diamond St							
Streets	Address Nos	Block	Address Nos	Streets	Block	Address Nos	Streets	Defects Fixed	Defects To Fix	Sq Ft To Fix	Mill/ Fill Notes
Elizabeth St	600 - 698		601 - 699	Elizabeth St		601 - 699	Intersection	/			
	700 - 798		701 - 799			701 - 799					
	800 - 898		801 - 899			801 - 899					
	900 - 998		901 - 999			901 - 999					
Jersey St	1000 - 1098		1001 - 1099	Jersey St		1001 - 1099	Intersection				
	1100 - 1198		1101 - 1199			1101 - 1199					
	1200 - 1298		1201 - 1299			1201 - 1299					
	1300 - 1398		1301 - 1399			1301 - 1399					
Clipper St	1400 - 1498		1401 - 1499	Clipper St		1401 - 1499	Intersection				
	1500 - 1598		1501 - 1599			1501 - 1599					
	1600 - 1698		1601 - 1699			1601 - 1699					
	1700 - 1798		1701 - 1799			1701 - 1799					
Cesar Chavez St	1800 - 1898		1801 - 1899	Cesar Chavez St		1801 - 1899	Intersection				
	1900 - 1998		1901 - 1999			1901 - 1999					
	2000 - 2098		2001 - 2099			2001 - 2099					
	2100 - 2198		2101 - 2199			2101 - 2199					

Right

Left

Streets Address Nos Block Address Nos Streets

Page 62

Diamond St

Duncan St		<>	Duncan St		Intersection	Defects Fixed	Defects To Fix	Sq Ft To Fix	Mill/ Fill	Notes
1500 - 1598			1501 - 1599		Block					
28th St	<>		28th St		Intersection					
1600 - 1678			1601 - 1699		Block					
	<		Valley St		Intersection					
1700 - 1798			1701 - 1799		Block					
	<		28th St		Intersection					
1800 - 1898			1801 - 1899		Block					
	<		Beacon St		Intersection					
1900 - 1918			1901 - 1919		Block					
					Intersection					
1920 - 1930			1927 - 1929		Left					
					Right					
Diamond Heights Blvd	<End>		Diamond Heights Blvd		Intersection					
Diamond Heights Blvd	<End>		Diamond Heights Blvd		Intersection					
2300 - 2348			2301 - 2347		Block					
Hilirtas Ave	>				Intersection					
2350 - 2398			2349 - 2399		Block					

Right

Left

Streets	Address Nos	Block	Address Nos	Streets	Defects Fixed	Defects To Fix	Sq Ft To Fix	Mill/ Fill	Notes
Diamond St									
Conrad St	>			Intersection					
2400 - 2440			2401 - 2443	Block					
	<		Moreland St	Intersection					
2442 - 2470			2445 - 2469	Block					
	<		Moffitt St	Intersection					
2500 - 2548			2501 - 2531	Block					
Arbor St	>			Intersection					
2550 - 2582			2533 - 2563	Block					
Poppy Ln	<>		Poppy Ln	Intersection					
2584 - 2598			2565 - 2599	Block					
Sussex St	<>		Sussex St	Intersection					
2600 - 2648			2601 - 2649	Block					
	<		Penny Lane	Intersection					
2650 - 2698			2651 - 2699	Block					
Surrey St	<>		Surrey St	Intersection					
2700 - 2748			2701 - 2749	Block					
	<		Unnamed #026	Intersection					

Superior District 8

Pothole Sweep - A. Streets- Pass 9

Crew: 201 Date: 6-5-01

Right

Left

Streets	Address Nos	Block	Address Nos	Streets	Defects Fixed	Defects To Fix	Sq Ft To Fix	Mill/ Fill	Notes
---------	-------------	-------	-------------	---------	---------------	----------------	--------------	------------	-------

Page 64

Diamond St

2750 - 2798		2751 - 2799	Block						
Chenery St	<>	Chenery St	Intersection	/					
2800 - 2820		2801 - 2813	Block						
	<	Wilder St	Intersection						
2822 - 2842		2815 - 2841	Block						
Kern St	>		Intersection						

Right

Left

Streets Address Nos Block Address Nos Streets

Sanchez St

Right		Left		Defects		Sq Ft		Mill/	
Streets	Address Nos	Block	Address Nos	Streets	Fixed	To Fix	To Fix	Fill	Notes
Duboce Ave		<End>	Duboce Ave	Intersection					
	2 - 98		1 - 99	Block					
14th St		<>	14th St	Intersection					
	100 - 148		101 - 149	Block					
Henry St		>		Intersection					
	150 - 178		151 - 179	Block					
15th St		<>	15th St	Intersection					
	180 - 198		181 - 199	Block					
Market St		<>	Market St	Intersection					
	200 - 298		201 - 299	Block					
16th St		<>	16th St	Intersection					
	300 - 398		301 - 399	Block					
17th St		<>	17th St	Intersection					
	400 - 422		401 - 425	Block					
		<	Dorland St	Intersection					
	424 - 448		427 - 451	Block					
17th St		>		Intersection					

Right

Left

Streets	Address Nos	Block	Address Nos	Streets	Defects Fixed	Defects To Fix	Sq Ft To Fix	Mill Fill	Notes
---------	-------------	-------	-------------	---------	---------------	----------------	--------------	-----------	-------

Page 66

Sanchez St

18th St	450 - 498		463 - 499	Block					
		<>	18th St	Intersection					
Hancock St	500 - 548		501 - 539	Block					
		<>	Hancock St	Intersection					
	550 - 598		541 - 599	Block					
19th St		<>	19th St	Intersection					
				Intersection					
Cumberland St	638 - 650		637 - 649	Block					
		<>	Cumberland St	Intersection					
20th St	652 - 698		651 - 699	Block					
		<>	20th St	Intersection					
Liberty St	700 - 748		701 - 743	Left					
		< End	Liberty St	Right					
Liberty St		<End>	Liberty St	Intersection					
	750 - 798		745 - 799	Block					
21st St		<>	21st St	Intersection					
	800 - 848		801 - 851	Block					

Right Streets
Left Streets
Address Nos
Block
Address Nos
Streets
Defects Fixed
Defects To Fix
Sq Ft To Fix
Mill/ Fill
Notes

Sanchez St

Hill St	<>	Hill St	Intersection						
850 - 898		853 - 899	Block						
22nd St	<>	22nd St	Intersection						
900 - 944		901 - 949	Block						
Alvarado St	>		Intersection						
946 - 998		951 - 999	Block						
23rd St	<>	23rd St	Intersection						
1000 - 1048		1001 - 1049	Block						
Elizabeth St	<>	Elizabeth St	Intersection						
1050 - 1098		1051 - 1099	Block						
24th St	<>	24th St	Intersection						
1100 - 1148		1101 - 1149	Block						
Jersey St	<>	Jersey St	Intersection	/					
1150 - 1198		1151 - 1199	Block						
25th St	<>	25th St	Intersection						
1200 - 1248		1201 - 1249	Block	/					
Clipper St	<>	Clipper St	Intersection						

Right

Left

Streets Address Nos Block Address Nos Streets

Page 68

Sanchez St

1250 - 1298

|

1251 - 1299

Block

26th St

<>

26th St

Intersection

1300 - 1348

|

1301 - 1349

Block

Cesar Chavez St

<>

Cesar Chavez St

Intersection

1350 - 1398

|

1351 - 1399

Block

27th St

<>

27th St

Intersection

1400 - 1424

|

1401 - 1425

Block

Duncan St

<>

Duncan St

Intersection

1450 - 1498

|

1451 - 1499

Block

28th St

<>

28th St

Intersection

1500 - 1548

|

1501 - 1549

Block

Valley St

<>

Valley St

Intersection

1550 - 1598

|

1551 - 1599

Block

29th St

<>

29th St

Intersection

1600 - 1648

|

1601 - 1649

Block

Day St

<>

Day St

Intersection

1650 - 1698

|

1651 - 1699

Block

Dep. Patch Pave 10 X 20

1507

Right

Left

Streets	Address Nos	Block	Address Nos	Streets	Defects Fixed	Defects To Fix	Sq Ft To Fix	Mill/ Fill	Notes
Sanchez St									
30th St		<End>	30th St	Intersection					
30th St		<End>	30th St	Intersection					
	1700 - 1798		1701 - 1799	Block					
Randall St		<End>	Randall St	Intersection					

Right

Left

Streets	Address Nos	Block	Address Nos	Streets	Defects Fixed	Defects To Fix	Sq Ft To Fix	Mill Fill	Notes
Chenery St									
30th St		<End>	30th St	Intersection					
	2 - 98		1 - 99	Block					
Randall St		<>	Randall St	Intersection					
	100 - 198		101 - 199	Block					
Fairmount St		<>	Fairmount St	Intersection					
	200 - 230		201 - 223	Block					
	232 - 298		225 - 299	Block					
Miguel St, Whitney St		<>	Miguel St	Intersection					
	300 - 398		301 - 399	Block					
Mateo St		<>	Mateo St	Intersection					
	400 - 498		401 - 499	Block					
Roanoke St		<>	Roanoke St	Intersection					
	500 - 574		501 - 599	Block					
	576 - 598		601 - 633	Block					
Castro St		>		Intersection					

Superior District 8				Pothe Sweep - All Streets- Pass 9				Crew: 20 / Date: 6-6-01			
Streets	Address Nos	Block	Address Nos	Left		Defects Fixed	Defects To Fix	Sq Ft To Fix	Mill Fill	Notes	
				Streets	Streets						
Chenery St											
Carrie St, Unnamed #026	600 - 610		635 - 641	Block							
	>			Intersection							
Diamond St	612 - 698		643 - 699	Block							
	<>			Intersection							
Thor Ave	700 - 712		701 - 723	Block							
	>			Intersection							
Brompton Ave	714 - 772		725 - 749	Block							
	>			Intersection							
Lippard Ave	774 - 798		751 - 799	Block							
	<>			Intersection							
Chillon Ave	800 - 864		801 - 849	Block							
	>			Intersection							
Burnside Ave	866 - 930		851 - 947	Block							
	>			Intersection							
Elk St	< End		Elk St	Intersection							
	1000 - 1098		1025 - 1099	Left							
Mizpah St, Surrey St	End>			Right							
				Intersection							

NEIGHBORHOOD PARKING

ATTACHMENT 2

PHOTOGRAPHS OF CURB MARKING ISSUES

1. Northpoint and Broderick Streets, faded red zone.
2. Greenwich and Pierce Streets, questionable need for yellow zone.
3. Union Street, oversized red zone.



1 - Northpoint &
Broderick



2 - Greenwich Street &
Pierce



3 - Union / Stockton &
Columbus

NEIGHBORHOOD PARKING

ATTACHMENT 3

PHOTOGRAPHS OF PARKING ISSUES

4. Stockton Street, truck double parked when open loading zone available.
5. Castro and 24th Streets, street widened for angled parking, but never implemented.
6. Toledo and Avila Streets, motorcycle parallel parked.



4 – Stockton Street



5 – Widened at 24th & Castro



6 – Toledo & Avila

NONPROFIT CONTRACTING

Report of the
2000-2001 San Francisco Civil Grand Jury

NONPROFIT CONTRACTING

SUMMARY

The Civil Grand Jury (CGJ) reviewed contracting procedures at the Department of Public Health, the Department of Human Services, and the Mayor's Office of Community Development. The City and County of San Francisco appears to be efficient and effective in administering contracts awarded to nonprofit organizations to provide health and human services to its residents. However, the systems in place are too decentralized and place administrative burdens on nonprofit organizations.

To improve the system for awarding and administering contracts, the CGJ recommends that:

- The City establish an annual certification process that enables a nonprofit organization to contract with the City.
- A central location be established for commonly required documentation that can be shared by all City departments.
- Standard formats and reporting forms be used for all contracts, requests for proposals, and other similar documents. Additionally, the CGJ recommends that organizations be able to file reports electronically.
- The Controller's Office establish performance standards for timely payment of invoices submitted by nonprofit organizations.
- The Department of Administrative Services develop a master list identifying each contract that is awarded to nonprofit organizations. The CGJ further recommends that this list be updated in real-time, but no later than quarterly.
- The Controller's Office re-establish the working group established to review contracting procedures for awarding and administering contracts with nonprofit organizations.

BACKGROUND

Each year the City and County of San Francisco issues hundreds of millions of dollars in contracts to organizations to provide health and human services to its residents. The nature of community service organizations including limited resources, investment in direct services versus administrative services, and often a lack of fiscal management experience, raised the question of how well these organizations administer their programs and what processes city departments implement to assure contract compliance from a fiscal accountability perspective.

NONPROFIT CONTRACTING

The CGJ reviewed how these contracts are awarded, monitored and evaluated. The CGJ investigated if the process that the several City departments use is effective and fair to the organizations that apply for and are awarded contracts.

The CGJ conducted interviews with senior level staff and reviewed materials provided by the Controller's Office, the Human Services Department, the Health Department, and the Mayor's Office of Community Development's Community Development Block Grant Program.

FINDINGS

Each department interviewed has established procedures and safeguards.

Award decisions are primarily decided by independent scoring panels or outside consultants. The process for awarding contracts is open; any eligible organization may apply. Requests For Proposals are widely announced through direct mail and public announcements. Organizations which are awarded contracts undergo program and fiscal reviews. Organizations not complying with the terms of a contract are reviewed for possible revocation of that contract.

Each department reviewed offers technical assistance as needed to help an organization comply with the terms of a contract.

Each of the three departments restricts how funds can be used. Contractors normally are reimbursed only for actual expenses incurred. The departments interviewed have incorporated federal guidelines into their policies and procedures.

Consumer complaints are investigated. Each department has procedures in place for investigating all complaints they receive.

Nonprofit organizations are required to file financial disclosures. A centralized system for recording financial disclosures has been established within the Department of Administrative Services. However, a nonprofit organization may be required to submit multiple copies of the same information (for instance, tax and insurance information) for each contract that they apply for or that they are awarded. Currently, other than for financial disclosures, it is very difficult to locate this public information regarding an agency's contracts because the information is decentralized.

Each department interviewed has procedures in place for awarding, monitoring and administering contracts. The procedures vary widely from each department, and an organization may have contracts with several departments. Information regarding organizations and contracts is not effectively shared between departments. Having a centralized system would allow greater access to

NONPROFIT CONTRACTING

information and greater public accountability. A nonprofit organization should be able to file the required documentation and then have the information shared by all involved departments through an Intranet operation. Using standard procedures, contracts, and electronic filing, at least for funds drawn from the City General Fund, would greatly help to ease the administrative burdens of organizations. Some federal programs have differing report format requirements, which would make standardization more difficult for funds from these sources.

A master list should be developed that categorizes contract information by organization, so one could easily determine the number, type and total contract amount awarded to each nonprofit organization by all departments.

The Controller's Office should establish performance standards for timely payment of invoices submitted by nonprofit organizations. Currently, a nonprofit organization may have to wait an extended period of time to be reimbursed for expenditures. Forcing an organization to wait extended periods of time has the potential to jeopardize the financial stability of smaller organizations.

In 1998, a working group of contract administrators had been convened to review possible actions to improve contract administration for nonprofit organizations. The working group has not met for at least one year, and several of the working group recommendations have yet to be reviewed for implementation. The working group should be re-established to review contracting procedures for awarding and administering contracts with nonprofit organizations.

RECOMMENDATIONS

The three departments reviewed appear to do an adequate job of administering contracts awarded to nonprofit organizations to provide health and human services to San Francisco residents.

To improve the system for awarding and administering contracts, the CGJ recommends that:

1. The City establish an annual certification process that enables a nonprofit organization to contract with the City. The CGJ further recommends that this certification should enable a nonprofit organization to have to submit required financial, insurance and legal forms once per year, and that a central location be established for commonly required documentation that can be shared by all City departments.

Required Response

Department of Administrative Services – 60 Days
Purchasing Department – 60 Days

NONPROFIT CONTRACTING

2. Standard formats and reporting forms be used for all invoices, contracts, requests for proposals, budgets, and other similar documents, particularly for funds drawn from the City General Fund. Additionally, the CGJ recommends that nonprofit organizations be able to file reports electronically.

Required Response

Controller

Department of Administrative Services – 60 Days

Purchasing Department – 60 Days

3. Nonprofit organizations receive their funding within 30 days from submitting accurate invoices.

Required Response

Controller – 60 Days

4. The Department of Administrative Services develop a master list identifying each contract that is awarded to nonprofit organizations. The CGJ further recommends that the list be updated in real-time, but no later than quarterly.

Required Response

Department of Administrative Services – 60 Days

Purchasing Department – 60 Days

5. The City re-establish and maintain the working group established to review contracting procedures for awarding and administering contracts with nonprofit organizations.

Required Response

Controller – 60 Days

Department of Administrative Services – 60 Days

Purchasing Department – 60 Days

POLICE DEPARTMENT RIDE-ALONGS

Report of the

2000-2001 San Francisco Civil Grand Jury

POLICE DEPARTMENT RIDE-ALONGS

SUMMARY

Individual members of the Civil Grand Jury (CGJ) accompanied San Francisco Police Department (SFPD) patrol officers in a series of "ride-alongs" in most of the districts in the City and the SFPD Marine Unit. We also inspected the Special Operations Unit Headquarters at Hunters Point and the Police Academy.

Despite the wide variety of situations the officers were required to resolve in the course of their duties, we observed that they demonstrated a high level of professionalism. Responding to incidents as varied as the report of a lost dog, a call to administer aid to an inebriated homeless man, a "shoot-out" with an armed assailant, and preemptive crowd control measures following the 2 a.m. closure of nightclubs, the civilians involved were treated with respect and compassion. We also observed that the patrol officers were well informed as to problematic areas and individuals, and were proactive in terms of crime prevention within such locations.

In a majority of the tours the officers were called upon to interact with both homeless individuals as well as groups residing in loose encampments. We noted that in each instance the officers took deliberate steps to ensure these citizens were treated with respect and dignity.

The CGJ makes no recommendations relative to the regular precinct ride-alongs. Regarding the Marine Unit, the CGJ recommends that:

- The Assessor's Office and SFPD come to an agreement as to the best method to pursue contacting boat owners to ensure that boats are registered and the appropriate tax paid.
- SFPD management negotiate the situation with PacBell Park management with respect to using voluntary overtime funds for marine coverage at McCovey Cove.
- The SFPD evaluate the Marine Unit in light of recent and planned port development to ensure that adequate staffing is provided.

BACKGROUND

The general intent of the ride-alongs was to permit CGJ members to view the districts in which they lived from the perspective of the police officer, and gain familiarity with the day-to-day responsibilities of a police officer and the various situations they encounter.

Members of the CGJ participated in patrol ride-alongs with officers from most of the district stations. The ride-alongs lasted from two to four hours and were

POLICE DEPARTMENT RIDE-ALONGS

conducted between the hours of 9 p.m. and 2 a.m. After a brief meeting with the Watch Commander of the district station, we were paired with patrol officers and accompanied them in their patrol car as they worked.

Since San Francisco has a diverse population, the SFPD patrol officers who police this varied terrain must cope with an interesting array of issues. We noted that, while the officers of the SFPD were often called upon to respond to situations associated with a large metropolitan area, they clearly implemented their role of "peace officer", diffusing potentially volatile incidents with both kindness and consideration.

Several years ago, the SFPD initiated the concept of community policing, recognizing that each San Francisco neighborhood or district had individual needs and concerns. With many SFPD district boundaries covering neighborhoods having differing needs, the ability of patrol officers to effectively interact with each segment of the community is among the most vital of skills for a patrol officer in this City. During our ride-alongs, we noted their skills in action. Clearly, the officers we accompanied considered it to be an important part of their job.

Members of the CGJ also inspected the Police Academy and the Hunters Point headquarters of the Special Operations Unit. The Special Operations Unit provides specialized police services such as the canine patrol, mounted horse patrol, marine and air support, and special weapons and tactics (SWAT). Both facilities appeared to adequately address the needs of the respective Units.

The SFPD Marine Unit is currently staffed with three police officers who patrol the approximately 64 square miles of county waters within San Francisco Bay. The Unit shift covers approximately ten hours per day, 8 a.m. to 6 p.m., with the goal of assuring full coverage (two persons) on Saturdays and most Sundays. The Unit is responsible for enforcement of state and local laws as they relate to the use of waterways, search and rescue, evidence recovery, and boating safety and education, including arrests. The Coast Guard only enforces federal regulations.

The CGJ asked if members of the Unit stopped boats and verified boat registration. Unit personnel indicated that both the Coast Guard and the Marine Unit do this. Unit personnel noted that not all boats were registered as required, and that as a result San Francisco was not receiving all tax money due it. We subsequently discussed boat registration with Assessor's Office personnel, who confirmed that fact.

Once per year, harbormasters send a roster to the Assessor's Office that lists all slip tenants. The roster includes the name of the tenant, who usually is the boat owner, and typically includes the vessel registration number. The Assessor's Office then checks the roster. Any new boat is sent a blank vessel property

POLICE DEPARTMENT RIDE-ALONGS

statement to fill out and return. Part of the statement includes the purchase date and price, which the Assessor's Office uses to assess an unsecured personal property tax. Some boat owners have refused to fill out the vessel property statement, and the Assessor's Office has no method by which to compel the owner to do so. There are no firm statistics on how many boats are not paying the required tax. Several years ago, the Marine Unit did a one-time check to persuade boat owners to register and pay the required tax. The check reportedly produced good results; however, no documentation was available to indicate the increase of the number of boat owners registered or the amount of additional tax generated.

We inquired of the Marine Unit whether or not funds from the voluntary overtime program (also known as the 10-B program) were used to provide patrol coverage in McCovey Cove. The 10-B program is used to provide for a number of patrol officers within PacBell Park. However, PacBell Park management has not requested Marine Unit assistance for patrol of McCovey Cove as part of this program. Members of the CGJ expressed concern that inadequate police coverage of McCovey Cove could possibly lead to future problems.

FINDINGS AND RECOMMENDATIONS

1. Finding: San Francisco is not receiving tax money due it from unregistered boats.

Recommendation:

The CGJ recommends that the Assessor's Office and SFPD reach an agreement on the best method to ensure that boats are registered and the appropriate tax paid. We further recommend that the Board of Supervisors request documentation of the solution adopted.

Required Response

Board of Supervisors – 90 Days

Assessor – 60 Days

San Francisco Police Department – 60 Days

2. Finding: A large number of boats have been known to congregate in McCovey Cove during events at PacBell Park. Not all boats observe safe boating laws at these times, which is cause for concern due to the number of boats in the area.

POLICE DEPARTMENT RIDE-ALONGS

Recommendation:

The CGJ recommends that SFPD management study the need for a police presence in McCovey Cove during these activities, possibly using 10-B program funds to assure appropriate coverage.

Required Response

San Francisco Police Department – 60 Days

3. Finding: There is a recent increase in development along the San Francisco waterfront, with more being planned.

Recommendation:

The CGJ recommends that SFPD evaluate the Marine Unit in light of recent and planned port development to ensure that adequate staffing is provided.

Required Response

Mayor – 60 Days

San Francisco Police Department – 60 Days

SPECIAL ASSISTANTS

Report of the

2000-2001 San Francisco Civil Grand Jury

SPECIAL ASSISTANTS

SUMMARY

The Civil Grand Jury (CGJ) investigated city employment practices under the Special Assistant category. This category of city employees is "exempt" from civil service testing, appointment and tenure requirements. They can be hired and fired at the discretion of management.

There is a growing perception by the public and the media that the Special Assistant category is being used to provide patronage jobs and "payback" positions. This is evident by the number of negative news articles.

There is public perception that elected officials are using some Special Assistants for political campaigning activities. These perceptions erode the confidence of the public in city government and create discontent and resentment among other city employees and the residents of San Francisco.

The number of Special Assistants and their salaries have grown over the last five years from approximately 240 to 634 employees, with total yearly salaries, not including benefits, showing a cost increase from \$15.6 million to \$48.2 million per year.

The CGJ experienced a lack of openness and cooperation from city officials in a portion of this investigation.

The CGJ recommends that:

- The Board of Supervisors take a more active role in the control of expenditures for Special Assistant categories.
- A limited independent audit be conducted on Special Assistant hiring and new policies be put in place dealing with political activities in the workplace.
- Changes be made to the City Charter and Civil Service Rules to clarify the number of Special Assistants allowed, how they are approved and how exceptions to the guidelines are handled.
- The Department of Human Resources (DHR) take a more proactive role in the evaluation and review procedures (post-hiring) for exempt city employees, including Special Assistants.
- The City Attorney issue a letter to all city employees advising openness and cooperation in all legal inquiries and reviews of city systems and offices.

SPECIAL ASSISTANTS

INVESTIGATION

In August 2000 the CGJ obtained documents from the Office of the Controller covering several years of Special Assistant job titles and financial data, including overall budgets by department. Document requests and interviews with the DHR were initiated in September 2000 and continued throughout the remainder of the CGJ term. Interviews with the Civil Service Commission and documentation requests were started in January 2001.

The CGJ conducted Interviews of city employees and outside professionals beginning in March 2001 and continuing throughout the term.

Numerous public documents such as the Civil Service Commission Rules, San Francisco City Charter, Oakland City Charter, video tapes of Board of Supervisor committee meetings, newspaper articles, San Francisco Budget Analyst report and presentations made by the public and city officials were reviewed as part of our investigation. Jury members also attended pertinent Board of Supervisor meetings.

We reviewed a number of requests for Special Assistant positions. We interviewed the department head of DHR and the chair of the Civil Service Commission.

In May the CGJ requested by letter, 13 employees in the Special Assistant category appear as witnesses. The purpose for requesting these interviews was to determine facts about three concerns:

- How is the work product, from the positions occupied by these individuals, structured and evaluated?
- Does the Special Assistant employee campaign for an elected official on public time or personal time? Does the employee feel campaign activities are a requisite for employment, retention and/or promotion?
- Did the Special Assistant apply for the job, was the job competitively posted, did the employee compete or go through some generally acceptable screening process for promotion to the next level of Special Assistant?

To gather information about the perceptions of the individual employee, we chose to interview the employees directly.

Subsequently, we obtained a copy of an Email (Attachment 1) indicating the mayor's office had canvassed employees to determine who had received our requests for interview.

We also received a letter from the Mayor dated May 8, 2001, indicating that he did not support our inquiry (Attachment 2). As a result, only two Special

SPECIAL ASSISTANTS

Assistants appeared for the interview. We subsequently petitioned the Presiding Judge to issue subpoenas to a portion of the remaining Special Assistants.

It is evident from this occurrence that some city officials and employees feel they may support or interfere with CGJ inquiries dependent on whether they agree with them.

Since the CGJ is constituted by statute as part of the system of checks and balances, it is incumbent on elected officials to actively support its inquiries. City employees are subject to a higher standard when they become vested with the public trust. Scrutiny by legally empowered bodies is inherent in the position. Checks and balances only function with open cooperation.

FINDINGS AND RECOMMENDATIONS

The CGJ recognizes that the Special Assistant category includes excellent hardworking employees who make substantial contributions to the City of San Francisco. The CGJ also believes that elected officials should have the flexibility to hire some exempt employees.

It is also our opinion that the current situation surrounding the employment of Special Assistants erodes public trust and confidence in city government. There must be a balance mandated by fair and equitable rules imposed by officials with accountability.

1. Finding: The number of Special Assistants and the related salary costs has grown rapidly with very little budgetary oversight.

Reports from the City Controller's Office, Budget Analyst and the DHR show the growth of salaries from December 1995 from \$15.6 million to approximately \$48.2 million in April 2001. The number of Special Assistant positions has increased from 240 to 634 in the same time period. The current average salary is approximately \$75,000 per year. Some Special Assistant salaries are in excess of \$100,000.

The CGJ recognizes that recently the Board of Supervisors has begun to address the issue of Special Assistants. The Board of Supervisors should take a more active role in the control of expenditures for Special Assistant categories during their budgetary review process. At the budget review time the Board of Supervisors should place a limit on the total number of Special Assistant jobs and a total budget limit for these jobs.

SPECIAL ASSISTANTS

Recommendations:

- a. For the 2002 budget, the Board of Supervisors place a limit for total Special Assistant salaries. Any budgetary overruns in this category would have to have Board of Supervisors approval on a case-by-case basis.
- b. The Board of Supervisors approve each request for Special Assistant positions with base salaries above \$100,000 per year.

Required Response

Board of Supervisors – 90 Days

2. Finding: Newspaper articles (SF Chronicle, SF Examiner, Independent), public testimony before the Finance Committee of the Board of Supervisors and other testimony and documents received by the CGJ show a public perception that the Special Assistant category is being used to provide "patronage and political pay back" jobs. There has also been public and private testimony that some Special Assistants have been pressured to campaign for elected officials.

Recommendations:

- a. The Ethics Commission review the policies governing political activities by city employees. The Commission should promulgate guidelines and conduct periodic reviews to insure there is neither coercion of employees nor improper political influence in the workplace and make recommendations to Board of Supervisors for consideration and adoption.
- b. The Board of Supervisors commission an independent audit of the Special Assistant hires employed in the last five years. The audit should focus its efforts on the request process (by department heads), the approval system (DHR and Civil Service Commission), hiring process (department heads), qualifications of hired personnel, job function and actual duties performed. The audit could concentrate its efforts on those jobs with salary levels above \$75,000 per year.
- c. The Board of Supervisors also review the charters of similar size cities to evaluate how the hiring and administration of non-civil service employees are handled.

Required Response

Board of Supervisors – 90 Days (for Recommendations 2.b, 2.c.)
Ethics Commission – 60 Days (for Recommendation 2.a.)

SPECIAL ASSISTANTS

3. Finding: City Charter Section 10.104 describes the 2% rule. This rule apparently establishes the number of employees exempt from civil service guidelines in relation to the total number of city employees. The language of this statute is ambiguous and is subject to misinterpretation

The DHR, which processes exempt employee Special Assistant positions, and the Civil Service Commission, which approves them, treat the 2% rule as a minimum rather than a maximum.

This is evident by statements made by and the actions of DHR management personnel that there is essentially a 2% floor on the hiring of exempt personnel.

Charter Section 10.104, by its nature, should provide limits to expenditures and activities of city government. Section 10.104, by its implementation, does not achieve that end.

The Civil Service Commission also interprets this Charter Section in such a manner that they must explicitly approve hires above the 2% cap after review.

Key management personnel in DHR believe that if the requested job positions above the 2% level meet all the requirements of an exempt position then the Civil Service Commission must by Charter automatically approve the position. We found no evidence that the Civil Service Commission ever rejected a request for a Special Assistant position.

The City Attorney provided us with an interpretation of Charter Section 10.104. It was vague and ambiguous (Attachment 3).

Recommendations:

- a. The Board of Supervisors prepare an amendment to Charter Section 10.104 to clarify it and present this amendment to the voters. The amendment should specifically provide a cap to Special Assistant hires.
- b. The Civil Service Commission modify Civil Service Rule 114.45.1 to require written approval by the Board of Supervisors for each Special Assistant hired above the 2% cap.

Required Response

Board of Supervisors - 90 Days (for Recommendation 3.a.)

Civil Service Commission - 60 Days (for Recommendation 3.b.)

SPECIAL ASSISTANTS

4. Finding: The DHR testifies that it does not have the responsibility to maintain centralized records about employee performance evaluations.

It is a recognized good business practice to have centralized records of performance reviews and evaluations of employees. The DHR has not established procedures, files or data documentation systems for the collection and maintenance of these records.

Employee reviews, evaluations and record keeping are left to the discretion of individual department heads without any apparent oversight by DHR. Only limited DHR systems are in place to track job classification and status of exempt employees after initial hiring.

DHR's records show inconsistencies in the level of documentation accompanying requests for Special Assistants. The amount of documentation submitted and accepted as adequate by DHR varies by department.

Written and verbal presentation by the DHR management affirms their belief that Charter Section 10.104 provides a floor of 2% for exempt hires and not a ceiling. By administering the Charter Section in this manner the city will almost always be above that level.

Recommendations:

- a. The DHR treat Section 10.104, in the City Charter as a limitation to the number of Special Assistants authorized.
- b. The DHR establish oversight and maintain records of written reviews and evaluations for all exempt personnel.
- c. The DHR maintain personnel files containing all job reclassification documentation.
- d. The DHR review and update its presently used guidelines for exempt personnel to assure that all position requests are equally evaluated.
- e. A written procedure and database needs to be established to track and control the movement of exempt employees from job to job and the duration of an approved position.

Required Response

Department of Human Resources – 60 Days

5. Finding: We interviewed a small number of Special Assistants. One purpose of these interviews was to get the employees' perspectives of job description, performance standards, the work evaluation process and promotion procedures.

SPECIAL ASSISTANTS

All witnesses were clear on the scope of their respective jobs and most could articulate general performance goals. Those participating in the pay for performance program were clear in the area of goals.

Most stated that they received job evaluations from their supervisors although one did not know the name of the supervisor.

Answers were mixed to questions of how individuals applied for their jobs. It was unclear if the witnesses actually went through an application process. Some were not sure how they received promotions.

Based on information received by the CGJ that some Special Assistants were used in political campaigns, witnesses were also asked about their involvement in elections.

All witnesses admitted to some campaigning but all stated it was not on public time.

Some of the subpoenaed witnesses testified that the mayor's letter had influenced them to decline our informal invitation. One witness stated he did not initially appear in response to our letter because he "didn't feel like it". One witness refused to answer some questions.

All but one of the witnesses stated they had consulted a Deputy City Attorney about our original informal request to appear as a witness. All but one testified that a Deputy City Attorney advised them that it was their option to appear.

It should be noted that all witnesses were sworn and admonished (Attachment 4) not to discuss the questions presented them in the hearing. This is done to preserve the integrity of CGJ investigations. Later a news article appeared in the San Francisco Chronicle discussing privileged matters from the hearing. The article referenced witnesses as the source of the information.

Recommendation:

The City Attorney issue a letter to all city employees advising openness and cooperation in all legal inquiries and reviews of city systems and offices.

Required Response

City Attorney – 60 Days

SPECIAL ASSISTANTS

ATTACHMENT 1

**E-MAIL DATED MAY 8, 2001
FROM KRISTEN HOLLAND
TO
MAYOR'S STAFF**

Date: 05/08/2001 10:57 AM

Sender: Kristen Holland

To: #Mayor's Staff (A); Jim Aldrich; Deborah Alvarez; Lucien G Canton; Nani Coloretto; Marianne Conarroe; Winna Davis; Charlotte Grimes; John Harris; Lanita Henriquez; Bill Lee; Doris Lee; Albert Lerma; Artina Lim; Joel Lipski; Jeanne Lu; Barbara Marino; Carey Martin; Wendy Nelder; Tina Pasco-Sanchez; Kent Paxton; JoAnn Scordino; Cedric Yap; #Mayor's Staff (B); Eila Arbuckle; Maria Arinez; Anamaria Avila; Harry Baker; Mati Bates; London Breed; Flor Bugarin; Brenda R Burrell; Adele Caunan; Connie Cayabyab; Kippy Chan; Lise Chansin; Alfred Cheung; Eugene Coleman; Annemarie Conroy; Pamela David; Rudy DeMesa; Refulo Dominia; Larry Ferguson; Edilberto Goce; Daniel Harley; Nathaniel Harris; Karen Henderson; Daryl Higashi; Diana Hsu; Sandra James; Rolly Jayin; Hazel Jones; Mary Jung; Antonia Kaplanis; Alicia Klein; Joe Lam; Maggie Larue; Joe LaTorre; Angie Lee; Scott Madden; Georgia Martin; Lori Mazzola; Joan McNamara; Mirlo Medina; Patricia Medina; Julie Moed; Frances Park-LI Rothman; Ty Robinson; Teresa Yeung; #Mayor's Staff (C); Rachel Aberbach; Camille Broussard; Darcy Brown; Jose Caedo; Ellen Dektar; Nikkl Ivey; Deedra Jackson; Darrick Lam; Susan Latham; Cathy Leong; Maggie Lim; Mary Ellen O'Brien; Jon Pon; Stephen Proud; Marvelin Rance; Susan Reynolds; Rob Rich; Deven Richardson; Salomon Rizzo; Marcia Rosen; Richard Rovetti; Joan Rummelsburg; Linda Salas; Roger Sanders; George Smith; George Suncin; Regina Ureta; Evelyn Valero-Alava; Martha Villazon; Andre Williams; Ruth Williams; Gloria Woo; Lily Wu; Anna Yee

Priority: Normal

Subject: Civil Grand Jury

Dear Staff,

You may have received a letter from the Civil Grand Jury asking for information about your job related background.

If you have received such correspondence, please contact Buck Belventhal in the City Attorney's office at 554-4650 for any additional information.

Thank you.

SPECIAL ASSISTANTS

ATTACHMENT 2

**LETTER DATED MAY 8, 2001
FROM WILLIE BROWN, MAYOR,
TO
ALAN NICHOLSON, FOREMAN, 2000-2001 CIVIL GRAND JURY**



May 8, 2001

Alan Nicholson
Foreman, 2000-2001 San Francisco Grand Jury
400 McAllister St., Rm. 008
San Francisco, CA 94102

Dear Mr. Nicholson:

I understand that the Grand Jury has requested that several individuals employed as Special Assistants in the Mayor's Office and other City departments appear for interviews. In addition, the Grand Jury has requested these individuals provide resumes or prepare a summary of their qualifications.

Respectfully, I suggest the Grand Jury's inquiry is misdirected. If the Grand Jury wishes to know why particular individuals were deemed qualified for their appointments, it is the appointing officers who possess that information. The employer has first hand knowledge of the hiring process. Moreover, it is entirely inappropriate to call upon City employees to justify their own hiring. Such an approach is intimidating to employees, raising the spectre of a "witch-hunt," rather than a fact-driven inquiry.

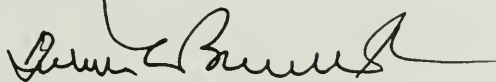
I have enclosed a Controller's office list of all special assistants, along with their length of service and department. As you can see from this list, most special assistant positions are utilized by operating departments, and have been with the City for many years. I have instructed Andrea Gourdine, Director of the Department of Human Resources to provide additional job history information and job descriptions, upon the request of the Grand Jury.

I have also instructed my office and the other appointing officers, upon request, to make available to the Grand Jury non-confidential public records responsive to your inquiry. In addition, appointing officers or their designees will be happy to meet with the Grand Jury at their mutual convenience.

After consultation with the City Attorney's Office, I have instructed members of my staff that they may choose to decline your invitation to attend the May 10 or 11 interviews with the Grand Jury. I have further instructed them to contact Deputy City Attorney Buck Delventhal for any legal advice they may seek.

Please feel free to contact Jon Holtzman of my staff, or Mr. Delventhal, for further assistance on this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Willie L. Brown, Jr.", with a long horizontal flourish extending to the right.

WILLIE L. BROWN, JR.

Mayor

SPECIAL ASSISTANTS

ATTACHMENT 3

**SAN FRANCISCO CITY ATTORNEY OPINION
DATED MAY 18, 2001
"EXEMPT APPOINTMENTS UNDER CHARTER SECTION 10.104"
FROM
LINDA ROSS, DEPUTY CITY ATTORNEY AND CHIEF LABOR ATTORNEY
TO
ALAN NICHOLSON, FOREMAN, 2000-2001 CIVIL GRAND JURY**



LOUISE H. RENNE
City Attorney

LINDA M. ROSS
Chief Labor Attorney

DIRECT DIAL: (415) 554-4256
E-MAIL: linda_ross@ci.sf.ca.us

**MEMORANDUM
PRIVILEGED & CONFIDENTIAL**

TO: Alan Nicholson, Foreperson
2000-20001 Civil Grand Jury

FROM: Linda M. Ross *JMR*
Chief Labor Attorney
Molly Stump
Deputy City Attorney

DATE: May 18, 2001

RE: **Exempt Appointments Under Charter Section 10.104**

A. Question Presented and Short Answer

You have requested advice concerning the role of the Civil Service Commission in approving exempt positions under Charter section 10.104 (1) through (12). Specifically, you have asked whether the Civil Service Commission has discretion to disapprove requests for exemptions under section 10.104 (1) through (12) that exceed the proportional limitation, or "cap," described in the paragraph following section 10.104 (12).

The Civil Service Commission generally has the authority to deny exempt status to positions in excess of the "cap" that Charter Section 10.104 establishes. However, other Charter sections that dictate the selection process for or status of certain positions may limit that authority. We describe those positions below.

B. Background

Charter section 10.104 contains two mandates: (a) positions in categories (1) through (12) *shall be* exempt; and (b) the proportion of full-time employees in those categories to the total number of civil service employees of the City and County *shall not be* greater than the cap, unless modified by Civil Service Commission rule.

Specifically, Charter section 10.104 begins:

All employees of the City and County shall be appointed through competitive examination unless exempted by this Charter. The following positions shall be exempt from competitive civil service selection, appointment and removal procedures, and the person serving in the position shall serve at the pleasure of the appointing authority:

S.F. Charter § 10.104.

**Memorandum
Privileged & Confidential**

TO: Alan Nicholson, Foreperson
2000-20001 Civil Grand Jury

DATE: May 18, 2001

PAGE: 2

RE: **Exempt Appointments Under Charter Section 10.104**

Section 10.104 (1) through 10.104 (19) defines nineteen specific categories of positions to be filled with employees serving at the pleasure of the appointing authority. After the twelfth category, the Charter states:

The proportion of full-time employees in the above exempt categories to the total number of civil service employees of the City and County shall not be greater than such proportion as existed on July 1, 1994, unless modified by Civil Service Commission rule, approved by the Board of Supervisors.

*Ibid*¹.

Under the authority provided by section 10.104, the Civil Service Commission enacted, and the Board of Supervisors approved, Civil Service Rule 114.45. Rule 114.45.1 states:

[T]he proportion of full-time employees in the exempt categories included under Charter Sections 10.104-1 through 10.104-12 to the total number of civil service employees . . . shall not be greater than the proportion existing on July 1, 1994 except as authorized in this Article.

Rule 114.45.2 provides:

In accordance with Charter Section 10.104, the Civil Service Commission may, by express approval, authorize that full-time positions conforming to the criteria established in this Section in the categories defined in Charter Sections 10.104-1 through 10.104-12 in excess of the Charter limitation be excluded from civil service selection and removal procedures and be filled through exempt appointment.

To qualify for an exemption in excess of the cap, Rule 114.45.3 provides that the position must satisfy the criteria in Charter sections 10.104(1) through (12) and the requesting department must meet certain procedural requirements. These include: (1) the appointing officer must approve the request for the exemption and support it with a written justification as to the reasons the position should be exempted; (2) the Human Resources Director must recommend the exemption; and (3) the exemption must not affect the civil service rights of an incumbent.

¹ The cap applies only to categories (1) through (12) of section 10.104. The Charter provides no numerical limitation on exemptions for categories (13) through (19). The Civil Service Commission plays no role with respect to categories (13) through (15). The Commission administers exemptions for categories (16) through (19) through a combination of rules and procedures not discussed in this memorandum.

**Memorandum
Privileged & Confidential**

TO: Alan Nicholson, Foreperson
2000-20001 Civil Grand Jury

DATE: May 18, 2001

PAGE: 3

RE: Exempt Appointments Under Charter Section 10.104

C. Analysis

Based on its plain language, the Charter generally allows the Commission to disapprove requests for exemptions that exceed the cap. However, the legislative history of Section 10.104 and different sections of the Charter addressing the same subject matter suggest that in certain circumstances that discretion is limited.

1. Legislative History of Section 10.104.

The legislative history of Charter section 10.104 supports the Commission's authority to disapprove requests for positions over the cap, but also suggests some limitations.

Before 1996, the Charter provided for a limited group of positions to be exempt. These included commission secretaries and some professionals. The authority for these exempt positions was scattered throughout the Charter. In 1995, the voters approved Proposition E, which created the new Charter. Prop E expanded the types of positions that were to be appointed as exempt, listed them in new Section 10.104, and also added the cap language. The new exempt positions include, for example, supervisory and policy positions in the Mayor and City Administrator's offices, and deputy department heads.

The Voter Information materials support the Civil Service Commission's authority to disapprove additional exempt positions over the cap. The Voter Information Pamphlet for Proposition E includes a chart comparing certain provisions of the existing Charter to the proposed new provisions. *Voter Information Pamphlet*, Nov. 1995, pp. 58-63. The chart informed voters that the proposed new Charter would create additional exempt positions. *Id.* at p. 62 "The revision would provide for some additional civil service exempt positions. New exemptions would include: (1) supervisory and policy level personnel in the Mayor's Office, . . .". The chart also informed voters that these additional positions would be capped. *Ibid.* ["The ratio of exempt employees in these categories to the total number of non-exempt City employees could not exceed the ratio that existed on July 1, 1994."]

However, the pamphlet also suggested that there were limitations on the Commission's authority. *Ibid.* "Current exemptions from civil service would be carried forward. No limit would apply to these positions."

2. Other Charter sections addressing exempt positions.

Some Charter sections specifically govern how positions are to be filled. If these Charter sections are harmonized with Section 10.104, which provides for a cap, they would limit the Civil Service Commission's authority to deny exemptions above the cap in certain instances. The Charter sections listed below are examples and are not intended to constitute an exhaustive list.

**Memorandum
Privileged & Confidential**

TO: Alan Nicholson, Foreperson
2000-20001 Civil Grand Jury

DATE: May 18, 2001

PAGE: 4

RE: **Exempt Appointments Under Charter Section 10.104**

a. City and County Officials.

Elective officials. The Charter states that certain City and County officers are to be elected. (Charter § 6.100.) Charter section 10.104(2) states that elected officials shall be exempt. If the Charter or state law were changed to provide for the election of additional officials, the Charter must be read to limit the Civil Service Commission's authority to refuse to approve the new position as exempt.

Members of boards and commissions. Under Charter section 3.100(17), the Mayor has the authority to make appointments to boards and commissions unless rejected by the Board of Supervisors. Charter section 10.104(3) states that members of boards and commissions are exempt. If new boards or commissions, or additional seats, were created, the Charter must be read to limit the Civil Service Commission's authority to refuse to approve new positions as exempt.

Department heads. Under Charter section 4.102(5), Boards and Commissions submit a list of three qualified applicants for department head to the Mayor, "subject to appointment by the Mayor." Under Charter section 3.100(18), the Mayor appoints department heads "subject to the provisions of this Charter." Charter section 10.104(5) states that all department heads are exempt "unless otherwise provided for herein." If new departments were created, the Charter would need to be analyzed to determine the Civil Service Commission's authority to deny an exemption. Generally, they would be exempt unless the authorizing section specifies otherwise. See, e.g., Charter section 13.104 [Director of Elections "shall be appointed by the City Administrator from a list of qualified applicants provided pursuant to the civil service provisions of this Charter."].

b. City and County staff.

Board of Supervisors staff. Charter section 2.117 states that each member of the Board of Supervisors "shall have two staff members pursuant to Section 10.104," that the Board of Supervisors "shall appoint a Clerk of the Board," and that the Board "shall appoint . . . a Budget Analyst." Section 10.104(9) requires that all of these positions "shall" be exempt.

Board and Commission secretaries. Charter section 4.102(9) states that each board or commission "shall" "[a]ppoint an executive secretary to manage the affairs and operations of the board or commission." Section 10.104 provides that "[n]ot more than one commission secretary for each commission or board" shall be exempt.

Like the sections concerning City officials, these sections specifically provide for certain limited positions. If the Charter expanded the number, it would limit the Commission's authority to deny exemption.

**Memorandum
Privileged & Confidential**

TO: Alan Nicholson, Foreperson
2000-20001 Civil Grand Jury

DATE: May 18, 2001

PAGE: 5

RE: **Exempt Appointments Under Charter Section 10.104**

Other staff. Charter section 10.104 also lists the following as "exempt": supervisory and policy level positions within the office of the Mayor and the City Administrator [Sec. 10.104(1)], all nonuniformed deputy heads of departments [Sec. 10.104(6)], all uniformed deputy heads of departments, police commanders and Fire Chief's aides [Sec. 10.104(7)], paraprofessional and teaching aides at the School and Community College Districts [Sec. 10.104(10)], persons employed in construction work [Sec. 10.104(11)], and persons employed for expert professional temporary services [Sec. 10.104(12)]. We have not conducted an exhaustive review for Charter sections specifically addressing these positions.² However, if new exempt positions were proposed, each would need to be analyzed on a case by case basis to determine whether other Charter sections address these positions, and accordingly, limit the Commission's authority to deny exemption.³

Conclusion

In summary, the Civil Service Commission has the authority to deny exempt status to positions in excess of the "cap" established by Charter section 10.104. However, that authority may be limited by other Charter sections that dictate the selection process or status of certain positions. Thus, if the Commission were to consider denying an exemption, each decision would need to be analyzed on a case by case basis.

² However, our review did identify Charter section 6.106, which states: "The Treasurer shall appoint a Chief Assistant and a Tax Collector *who shall serve at the pleasure of the Treasurer.*"

³ There are additional complexities. When Section 10.104 was enacted, some incumbents were grandfathered in as civil service even though their positions fell into categories 1-12. When those incumbents vacate their positions, the Commission will face the issue of replacing them with employees who are exempt.

SPECIAL ASSISTANTS

ATTACHMENT 4

Oath to Witness:

You do solemnly swear that the evidence you shall give in this investigation now pending before this Grand Jury shall be the truth, the whole truth, and nothing but the truth, so help you God.

Admonition to Witness Not to Discuss Testimony:

You are admonished not to discuss or impart at any time, outside of this jury room, the questions that have been asked of you in regard to this matter, or your answers, until authorized by this grand jury or the Court to discuss or impart such matters. You will understand that a violation of these instructions on your part may be the basis for a charge against you of contempt of court. This admonition, of course, does not preclude you from discussing your legal rights with any legally employed attorney, should you feel that your own personal rights are in any way in jeopardy.

WATER SYSTEM INFRASTRUCTURE

Report of the

2000-2001 San Francisco Civil Grand Jury

WATER SYSTEM INFRASTRUCTURE

SUMMARY

The Civil Grand Jury (CGJ) reviewed the San Francisco Public Utilities Commission (PUC) water delivery system, from Hetch Hetchy through the South Bay and Peninsula to the City Distribution Division. All PUC staff we met with were professional, knowledgeable, and dedicated.

Over the course of our investigation, the CGJ noted that, while the system continues to function, there are significant infrastructure issues that require repair and upgrade. These issues include the need for increased infrastructure redundancy (to ensure continued water delivery in the event of significant damage), upgrade to current design standards, and increased attention to deferred maintenance.

The PUC has begun the task of identifying and prioritizing these infrastructure issues. Given the possibility of a significant earthquake, and given the amount of time it will take to resolve infrastructure needs, these plans need to be finalized, cost estimates prepared, and a formal proposal presented to all water system users clearly identifying options, recommended actions, and proposed funding mechanisms.

The CGJ recommends that:

- The PUC develop an water system infrastructure repair and upgrade plan, including estimated costs and proposed funding strategy.
- City reservoir dam face inundation maps be revised and distributed, and other actions taken as necessary, in accordance with California Government Code 8589.5.
- Emergency Operations Plan, Annex A, Page 17 be updated to include evacuation and control plans following receipt of reservoir inundation maps from the PUC, and that other actions be taken as specified in Government Code 8589.5.
- The PUC notify persons living near large City water tanks of the possibility of tank overturn and subsequent flooding in the event of an earthquake.
- Cessation of the use of the City reservoirs for recreational purposes due to the potential for contamination and other potential adverse effects. An alternate use for the reservoir roofs would be to install solar panels.
- The PUC review the Phase 2 Reliability Program Study to verify that earthquake fault systems have been properly evaluated.

WATER SYSTEM INFRASTRUCTURE

BACKGROUND

The 1999-2000 CGJ issued a brief PUC water and power report, suggesting that the 2000-2001 CGJ consider a further review. The 2000-2001 CGJ followed up on this recommendation. The CGJ inspected the four major portions of the San Francisco water system infrastructure:

- Hetch Hetchy Water and Power
- Water Supply and Treatment – South Bay Division
- Water Supply and Treatment – Peninsula Division
- City Distribution Division

For each of these, we inspected the associated dams (see Attachment 1) and major components such as pump stations, treatment plants, water mains and watersheds. We reviewed general operations, emergency plans, and infrastructure conditions. We discussed major projects with the PUC staff, including chloramination, pipeline repairs, reservoir maintenance, treatment plant upgrades, and watershed management practices.

We reviewed several documents, including:

- PUC Facilities Vulnerability Study, Phase I: Facilities Assessment Final Report (January 1996).
- PUC Facilities Reliability Program, Phase II: Regional System Overview (January 2000).
- Ten-Year Capital Improvement Program and Long Range Financial Plan;
- Water Supply Master Plan.
- Agreement between San Francisco PUC and Santa Clara Valley Water District, "Long Term Operation and Maintenance of the Intertie," (November 1999).
- Draft Peninsula and Alameda Watershed Management Plans.

We also attended meetings of the PUC and the Public Utilities Infrastructure Task Force.

There currently are a number of legislative initiatives regarding a municipal utility district, power contracts, and water system privatization. Any rapid development in these areas could potentially invalidate months of review. We determined that we would not review the proposed municipal utility district, power contracts, or the recently formed San Francisco Water Alliance.

WATER SYSTEM INFRASTRUCTURE

RESULTS

General System Conditions and Plans for Upgrade

It has been widely reported that, for many years, the City has made use of money from the Hetch Hetchy Water and Power system to help fund the General Fund, while increasing water and sewer service rates to finance capital improvements. Proposition H, passed in 1998, was in large part a response to this arrangement. Proposition H froze water and sewage rates, but allowed rate increases of up to 18 percent through 2006 in order to pay debt service for infrastructure programs.

To repair and/or upgrade all PUC facilities, current cost estimates range as high as \$8 billion. The PUC has begun to put in place the long-range plans for needed repairs. The Phase 1 and 2 studies, along with the 10-Year Capital Improvement Program, identify needed improvements and prioritize them.

It is not clear yet how the City or the PUC intends to fund all necessary work. For instance, the City Distribution System is responsible for the 13 reservoirs, 25 tanks, 18 pump stations, and approximately 1,240 miles of water mains. During our inspections of the various reservoirs and pump stations, we observed a substantial amount of needed maintenance, including:

- Degraded concrete and exposed rebar.
- Visible holes in reservoir roofs.
- Visible cracks in roofs, and visible light through expansion joints.
- Fences, roads, and drainage systems in poor repair.

In a presentation by PUC staff to the CGJ, the staff indicated that many reservoirs have substantial infrastructure degradation. They also informed us that 40% of the reservoirs are over 100 years old, with three built shortly after the Civil War. Capital improvements have been deferred over the years.

A major earthquake would jeopardize the City's emergency water supply. The PUC currently maintains four days of emergency storage. Staff postulated that, in a moderate earthquake (6 to 6.5 magnitude on the San Andreas Fault, or 6.5 to 7 on the Hayward fault) as many as six reservoir roof failures could occur. The proximity of the reservoirs to the San Andreas fault line dictate that the reliability of emergency capacity be increased. A portion of the emergency capacity might be supplied by the recent agreement between the PUC and the Santa Clara Valley Water District to establish a pipeline between the two water systems.

Recently, more of the Hetch Hetchy earnings have been returned to the PUC in order to fund needed repairs. We congratulate the City for the emphasis on infrastructure in the 2001-2002 budget. However, as is evidenced by the PUC studies, much more needs to be achieved in this area.

WATER SYSTEM INFRASTRUCTURE

Dams

In October 1998, the Federal Emergency Management Agency issued the "Federal Guidelines for Dam Safety." The Guidelines were published to encourage thorough and consistent emergency action planning. The Guidelines recommended the formulation of an Emergency Action Plan (EAP) for each dam. In view of the ages of several of the City's dams, the CGJ proceeded to determine if the 1998 Federal Guidelines were being followed by the PUC.

The CGJ reviewed the current EAPs for the Hetch Hetchy and Water Supply and Treatment dams (Attachment 1). Our review indicated that all dams, with the exception of Stone Dam, have EAPs that appear to follow the Federal Guidelines. Several of the EAPs have been updated as recently as April 2000.

The PUC dams receive primary regulatory oversight by the California Division of Safety of Dams (DSOD). Moccasin is the only PUC dam with additional oversight from the Federal Energy Regulatory Commission.

During our inspections of the dams, maintenance appeared to be adequate. Vegetation control measures were in place and watershed plans were under active implementation. Staff appeared knowledgeable about the various aspects of their operations.

We obtained and reviewed correspondence between the PUC and DSOD. Regulatory oversight by DSOD of the PUC facilities appears to be proactive and conservative.

Our review of Phase 2 of the Reliability Study brought forth two issues. Regarding PUC infrastructure, it appeared that the Foothills faults had not been considered; these are low-activity faults, with recurrence approximately every 10,000 years. With respect to Sierra dams, the Sierra Nevada frontal fault system was not discussed; this fault would lie to the east of the dams.

City Reservoirs – Inundation Maps

There are 12 active reservoirs, one inactive reservoir (Francisco) and one unfinished reservoir (Balboa) within San Francisco city limits (see Attachment 1). Four reservoirs have above-ground sides that are considered to be dam faces: Sunset North and South, Sutro, University Mound North and South, and Stanford Heights Reservoirs. These reservoirs with dam faces are under the jurisdiction of the California DSOD. PUC staff note that Sutro Reservoir has dam seepage, and is uphill from a playground and fire station. University Mound Reservoir has a failed liner with basin leaks.

WATER SYSTEM INFRASTRUCTURE

California Government Code, Section 8589.5 (see Attachment 2) requires that inundation maps be prepared for dams and submitted to the California Office of Emergency Services (OES) and the appropriate public safety agency of the county where the dams are located. Section 8589.5 further requires that the county public safety agency then adopt emergency procedures for the evacuation and control of populated areas below those dams.

Section 8589.5 also requires that a notice be posted at the offices of the county recorder, county assessor, and county planning agency identifying the location of the map, and of any information received by the county regarding changes to the map.

Once these maps are made public, then in accordance with Government Code Section 8589.3 and 8589.4, persons or agents transferring real property within inundation zones are required to notify purchasers that said property is within the zone.

Interviews with CDD staff indicate that inundation maps were prepared for the reservoir dam faces sometime in the 1970s. However, staff did not know the location of the previous analyses or the resulting maps, and were only able to produce the inundation maps as identified on the Association of Bay Area Government (ABAG) website (see Attachment 3). ABAG had obtained the maps from the California OES. City personnel agree that these maps may be outdated due to subsequent construction activities in the City that might change water flow patterns.

A review of the San Francisco offices of Recorder and Assessor found no posting regarding inundation maps for these four reservoirs. We checked with the Office of Emergency Services and the Department of Building Inspection, who had no copies of inundation maps available to the public.

We found no EAPs specific to the reservoir dam faces. A review of the "Emergency Operations Plan" maintained by the Mayor's Office of Emergency Services, Annex A, Page 17, "Reservoir Failure" (Attachment 4), discusses reservoir failure:

"Reservoir failures can result from a man-made or natural cause such as earthquake, structural flaw or terrorist action.

A reservoir failure has the potential to cause loss of life, property damage, and other ensuing hazards, as well as the displacement of persons residing or working in the inundation area. Damage to electric facilities (i.e., substations, transmission lines) and natural gas lines could also impact life support systems in areas outside the immediate hazard area.

WATER SYSTEM INFRASTRUCTURE

Although there are ten large in-City reservoirs on the municipal water system, all are constructed of embankments thirty feet or less in height, conservatively designed and built, and concrete lined. Failure of such embankments is considered very unlikely.”

The Emergency Operations Plan does not appear to conform to the requirements of state law, in that it does not provide information regarding the dam faces, nor does it acknowledge the inundation maps. It is unclear how the requirements of Section 8589.5 are complied with. Further, the Plan incorrectly states the number of active reservoirs. As noted in the EOP, failure of these dams is considered an unlikely event. Nevertheless, it is a state requirement that they be prepared and made available.

PUC staff stated that there are emergency procedures for draining reservoirs, which rely on gravity feeding to drain. In an emergency situation, reservoirs can be drained in two to three days. Water drained from the reservoirs goes into the water treatment (sewage) system for treatment and discharge.

Water System Tanks

During the PUC staff presentation, staff were asked if residents near tanks had been notified of any potential flooding issue. Until such time as they are repaired, several tanks are at risk of overturn during an earthquake, particularly the Forest Hill, La Grande and Potrero Hill tanks. The tanks do not hold as much water as the reservoirs, but still hold a significant amount of water and have a higher likelihood of failure with subsequent flooding. Staff were not aware of any notification that had been made, or of any state or local law that would require such notification.

Recreation on Reservoir Roofs

Three of San Francisco's reservoirs are used by the public for recreational purposes (Lombard, Merced Manor, and Sutro). These reservoirs were completed in 1860, 1936, and 1952, respectively. The roofs were designed to protect the contained water from contamination and exposure; none of these reservoirs were specifically designed for recreational use on their roofs.

Over the years, settlement, failed expansion joints, public vandalism, embankment movement, cracks etc. have caused the watertightness of the roofs to be compromised, permitting pollutants to enter, adversely affecting the water quality. The California Department of Health Services has recommended against recreational use on top of the reservoirs based on water quality concerns.

WATER SYSTEM INFRASTRUCTURE

We acknowledge the need for recreational assets in the City. However, the mission of delivering approximately 80 million gallons of water to San Francisco daily and keeping an adequate water supply in reserve is of greater import.

In an agreement between the PUC and Recreation and Parks dated January 10, 1961, to allow recreation on Sutro Reservoir, Condition 1 states:

“Recreation agrees that the primary purpose of the reservoir and appurtenant facilities is to supply potable water to the water consumers in San Francisco and that they will do nothing or suffer or permit anything to be done that, in the opinion of [the PUC], is detrimental to the quality or use of the water in the reservoir.”

As noted in a letter from the PUC to the CGJ (Attachment 5), some roof surface uses by the public do in fact cause deterioration of water quality, sometimes causing the stored water to require additional treatment prior to distribution. Several contamination problems have further required dumping of water rather than treatment.

In 1998, contamination required the dumping of three millions gallons of water. The identical amount was required to be dumped in 1999, but in 2000 six million gallons were dumped. Other reservoirs have also had to dump water. In addition to the danger to the public caused by pollution to the water system, the financially strapped PUC is forced to absorb the cost of transporting the dumped water to the City, treating that water when required, loss of the revenue that would have been obtained had the water been sold and the additional cost of treating the dumped water at the wastewater treatment plants.

The cost of strengthening roofs for recreation, when the original design was only to protect the water, can be as high as \$50 million (Attachment 5). Upgrade includes draining the reservoirs, installing new support columns and a new roof. It appears that accommodation of recreation can continue on the three reservoirs having roofs strong enough. However, recreation must be balanced against competing needs.

Recreation and Parks management told us they would prefer to continue and expand recreation on the reservoir roofs. When asked about funding for upgrades, the Department told us that they might be able to help research funding.

In subsequent discussions with PUC staff, we learned that the Recreation and Parks Department apparently would prefer that any funds for infrastructure upgrade allowing continued or additional recreation on reservoirs come from the general bonds expected to be put forth for upgrades to the water system.

WATER SYSTEM INFRASTRUCTURE

We strongly recommend the immediate cessation of the use of the facilities for recreational purposes due to the potential for contamination and other potential adverse effects.

An alternate use for the reservoir roofs would be to install solar panels. When asked, PUC staff agreed this would make good use of the roofs.

FINDINGS AND RECOMMENDATIONS

1. Finding: While planning appears to be in place to adequately determine repair and upgrade priorities, it is not yet clear how the City or the PUC intends to fund all necessary work.

Recommendation:

The CGJ recommends that the PUC develop a financial strategy for funding necessary infrastructure repairs and upgrade.

Required Response:

Mayor – 60 Days

Board of Supervisors – 90 Days

Public Utilities Commission – 60 Days

2. Finding: Phase 2 of the Reliability Study appears to not consider the Foothills faults or the Sierra Nevada frontal fault system.

Recommendation:

The CGJ recommends that the PUC review the Phase 2 Study to verify that these fault systems have been properly evaluated.

Required Response:

Public Utilities Commission – 60 Days

3. Finding: Reservoir dam face inundation maps are not readily available and are very likely out-of-date.

WATER SYSTEM INFRASTRUCTURE

Recommendation:

The CGJ recommends that reservoir inundation maps be reviewed, revised, and distributed, with other actions taken as necessary in accordance with California Government Code 8589.5.

Required Response:

Public Utilities Commission – 60 Days

4. Finding: The OES Emergency Operations Plan, Annex A, Page 17, needs updating with respect to reservoir inundation maps and other aspects of Government Code 8589.5.

Recommendation:

The CGJ recommends that Emergency Operations Plan, Annex A, Page 17 be updated with reservoir inundation maps information, once available from the PUC and that other actions be taken as specified in Government Code 8589.5.

Required Response:

Office of Emergency Services – 60 Days

5. Finding: Until such time as they are repaired, several City water tanks are at risk of overturn, with subsequent flooding, in the event of an earthquake.

Recommendation:

The CGJ recommends that the PUC notify persons living near the affected tanks of the possibility of overturn and subsequent flooding in the event of an earthquake.

Required Response:

Public Utilities Commission – 60 Days

6. Finding: Recreation on City reservoir roofs is problematic due to problems with contamination of water.

WATER SYSTEM INFRASTRUCTURE

Recommendation:

The CGJ recommends the immediate cessation of the use of the City reservoirs for recreational purposes due to the potential for contamination and other potential adverse effects. An alternate use for the reservoir roofs would be to install solar panels.

Required Response

Mayor – 60 Days

Board of Supervisors – 90 Days

Public Utilities Commission – 60 Days

Recreation and Parks Department – 60 Days

WATER SYSTEM INFRASTRUCTURE

ATTACHMENT 1 DAMS, RESERVOIRS, AND SIGNIFICANT TANKS

Division	County	Dam	Reservoir	Inundation Map	
Hetch Hetchy	Tuolumne	O'Shaughnessy Dam	Hetch Hetchy Reservoir	YES	
Hetch Hetchy		Upper Moccasin Creek Dam	Usually dry; prevents debris intrusion.	N/A	
Hetch Hetchy		Moccasin Lower Dam	Unknown - Afterbay?	YES	
Hetch Hetchy		Lake Eleanor Dam	Lake Eleanor Reservoir	YES	
Hetch Hetchy		Early Intake Dam	Early Intake Reservoir	YES	
Hetch Hetchy		Priest Dam	Priest Reservoir	YES	
Hetch Hetchy		Cherry Valley Dam	Lake Lloyd Reservoir (a.k.a. Cherry Lake)	YES	
Water Supply and Treatment (WS&T) – South Bay	Alameda	James H. Turner Dam	San Antonio Reservoir	YES	
WS&T – South Bay		Calaveras Dam	Calaveras Reservoir	YES	
WS&T – Peninsula	San Mateo	(Lower) Crystal Springs Dam	Crystal Springs Reservoir	YES	
WS&T – Peninsula		Pilarcitos Dam	Pilarcitos Reservoir	YES	
WS&T – Peninsula		San Andreas Dam	San Andreas Reservoir	YES	
WS&T – Peninsula		Stone Dam	Stone Dam Reservoir	N/A; dam mostly silted in	

WATER SYSTEM INFRASTRUCTURE

Division	County	Dam	Reservoir	Inundation Map	
City Distribution Division (CDD)	San Francisco		Balboa Reservoir	Unfinished – currently used for parking	
CDD			Sunset South Basin Reservoir	NO/but on ABAG website	
CDD			Sunset North Basin Reservoir	NO/but on ABAG website	
CDD			Sutro Reservoir	NO/but on ABAG website	Has recreation on roof
CDD			University Mound South Basin Reservoir	NO/but on ABAG website	
CDD			University Mound North Basin Reservoir	NO/but on ABAG website	
CDD			Stanford Heights Reservoir	NO/but on ABAG website	
CDD			College Hill Reservoir		
CDD			Francisco Reservoir	not in service	
CDD			Lombard Reservoir		Has recreation on roof
CDD			Potrero Heights Reservoir		
CDD			Hunters Point Reservoir		
CDD			Summit Reservoir		
CDD			Merced Manor Reservoir		Has recreation on roof

WATER SYSTEM INFRASTRUCTURE

Division	County	Dam	Reservoir	Inundation Map	
CDD	San Francisco Tanks		Forest Hill (100,000 and 300,000 gal)		
CDD			Forest Knolls		
CDD			La Grande		
CDD			Lincoln Park		
CDD			McLaren Park		
CDD			Mount Davidson		
CDD			Potrero Heights		

WATER SYSTEM INFRASTRUCTURE

ATTACHMENT 2

CALIFORNIA GOVERNMENT CODE, SECTION 8589.3-8589.5

8589.3. (a) A person who is acting as an agent for a transferor of real property that is located within a special flood hazard area (any type Zone "A" or "V") designated by the Federal Emergency Management Agency, or the transferor if he or she is acting without an agent, shall disclose to any prospective transferee the fact that the property is located within a special flood hazard area.

(b) Disclosure is required pursuant to this section only when one of the following conditions is met:

(1) The transferor, or the transferor's agent, has actual knowledge that the property is within a special flood hazard area.

(2) The local jurisdiction has compiled a list, by parcel, of properties that are within the special flood hazard area and a notice has been posted at the offices of the county recorder, county assessor, and county planning agency that identifies the location of the parcel list.

(c) In all transactions that are subject to Section 1103 of the Civil Code, the disclosure required by subdivision (a) of this section shall be provided by either of the following means:

(1) The Local Option Real Estate Disclosure Statement as provided in Section 1102.6a of the Civil Code.

(2) The Natural Hazard Disclosure Statement as provided in Section 1103.2 of the Civil Code.

(d) For purposes of the disclosure required by this section, the following persons shall not be deemed agents of the transferor:

(1) Persons specified in Section 1103.11 of the Civil Code.

(2) Persons acting under a power of sale regulated by Section 2924 of the Civil Code.

(e) Section 1103.13 of the Civil Code shall apply to this section.

(f) The specification of items for disclosure in this section does not limit or abridge any obligation for disclosure created by any other provision of law or that may exist in order to avoid fraud, misrepresentation, or deceit in the transfer transaction.

(g) A notice shall be posted at the offices of the county recorder, county assessor, and county planning agency that identifies the location of the special flood hazard area map, any relevant Letters of Map Revision from the Federal Emergency Management Agency, and any parcel list compiled by the local jurisdiction.

8589.4. (a) A person who is acting as an agent for a transferor of real property that is located within an area of potential flooding shown on an inundation map designated pursuant to Section 8589.5, or the transferor if he or she is acting without an agent, shall disclose to any prospective transferee the fact that the property is located within an area of potential flooding.

(b) Disclosure is required pursuant to this section only when one of the following conditions is met:

(1) The transferor, or the transferor's agent, has actual knowledge that the property is within an inundation area.

(2) The local jurisdiction has compiled a list, by parcel, of properties that are within the inundation area and a notice has been posted at the offices of the county recorder, county assessor, and county planning agency that identifies the location of the parcel

WATER SYSTEM INFRASTRUCTURE

list.

(c) In all transactions that are subject to Section 1103 of the Civil Code, the disclosure required by subdivision (a) of this section shall be provided by either of the following means:

(1) The Local Option Real Estate Disclosure Statement as provided in Section 1102.6a of the Civil Code.

(2) The Natural Hazard Disclosure Statement as provided in Section 1103.2 of the Civil Code.

(d) For purposes of the disclosure required by this section, the following persons shall not be deemed agents of the transferor:

(1) Persons specified in Section 1103.11 of the Civil Code.

(2) Persons acting under a power of sale regulated by Section 2924 of the Civil Code.

(e) Section 1103.13 of the Civil Code shall apply to this section.

(f) The specification of items for disclosure in this section does not limit or abridge any obligation for disclosure created by any other provision of law or that may exist in order to avoid fraud, misrepresentation, or deceit in the transfer transaction.

8589.5. (a) Inundation maps showing the areas of potential flooding in the event of sudden or total failure of any dam, the partial or total failure of which the Office of Emergency Services determines, after consultation with the Department of Water Resources, would result in death or personal injury, shall be prepared and submitted as provided in this subdivision within six months after the effective date of this section, unless the time for submission of those maps is extended for reasonable cause by the Office of Emergency Services.

The local governmental organization, utility, or other owner of any dam so designated shall submit to the Office of Emergency Services one map that shall delineate potential flood zones that could result in the event of dam failure when the reservoir is at full capacity, or if the local governmental organization, utility, or other owner of any dam shall determine it to be desirable, he or she shall submit three maps that shall delineate potential flood zones that could result in the event of dam failure when the reservoir is at full capacity, at median-storage level, and at normally low-storage level.

After submission of copies of the map or maps, the Office of Emergency Services shall review the map or maps, and shall return any map or maps that do not meet the requirements of this subdivision, together with recommendations relative to conforming to the requirements. Maps rejected by the Office of Emergency Services shall be revised to conform to those recommendations and resubmitted.

The Office of Emergency Services shall keep on file those maps that conform to the provisions of this subdivision. Maps approved pursuant to this subdivision shall also be kept on file with the Department of Water Resources. The owner of a dam shall submit final copies of those maps to the Office of Emergency Services that shall immediately submit identical copies to the appropriate public safety agency of any city, county, or city and county likely to be affected.

(b) Based upon a review of inundation maps submitted pursuant to subdivision (a) or based upon information gained by an onsite inspection and consultation with the affected local jurisdiction when the requirement for an inundation map is waived pursuant to subdivision (d), the Office of Emergency Services shall designate areas within which death or personal injury would, in its determination, result from the partial or total failure of a dam.

WATER SYSTEM INFRASTRUCTURE

The appropriate public safety agencies of any city, county, or city and county, the territory of which includes any of those areas, shall adopt emergency procedures for the evacuation and control of populated areas below those dams. The Office of Emergency Services shall review the procedures to determine whether adequate public safety measures exist for the evacuation and control of populated areas below the dams, and shall make recommendations with regard to the adequacy of those procedures to the concerned public safety agency. In conducting the review, the Office of Emergency Services shall consult with appropriate state and local agencies.

Emergency procedures specified in this subdivision shall conform to local needs, and may be required to include any of the following elements or any other appropriate element, in the discretion of the Office of Emergency Services: (1) delineation of the area to be evacuated; (2) routes to be used; (3) traffic control measures; (4) shelters to be activated for the care of the evacuees; (5) methods for the movement of people without their own transportation; (6) identification of particular areas or facilities in the flood zones that will not require evacuation because of their location on high ground or similar circumstances; (7) identification and development of special procedures for the evacuation and care of people from unique institutions; (8) procedures for the perimeter and interior security of the area, including such things as passes, identification requirements, and antilooting patrols; (9) procedures for the lifting of the evacuation and reentry of the area; and (10) details of which organizations are responsible for these functions and the material and personnel resources required. It is the intent of the Legislature to encourage each agency that prepares emergency procedures to establish a procedure for their review every two years.

(c) "Dam," as used in this section, has the same meaning as specified in Sections 6002, 6003, and 6004 of the Water Code.

(d) Under certain exceptional conditions as follows, the Office of Emergency Services may waive the requirement for an inundation map:

(1) Where the effects of potential inundation in terms of death or personal injury, as determined through onsite inspection by the Office of Emergency Services in consultation with the affected local jurisdictions, can be ascertained without an inundation map; and

(2) Where adequate evacuation procedures can be developed without benefit of an inundation map.

(e) If development should occur in any exempted area after a waiver has been granted, the local jurisdiction shall notify the Office of Emergency Services of that development. All waivers shall be reevaluated every two years by the Office of Emergency Services.

(f) A notice shall be posted at the offices of the county recorder, county assessor, and county planning agency that identifies the location of the map, and of any information received by the county subsequent to the receipt of the map regarding changes to inundation areas within the county.

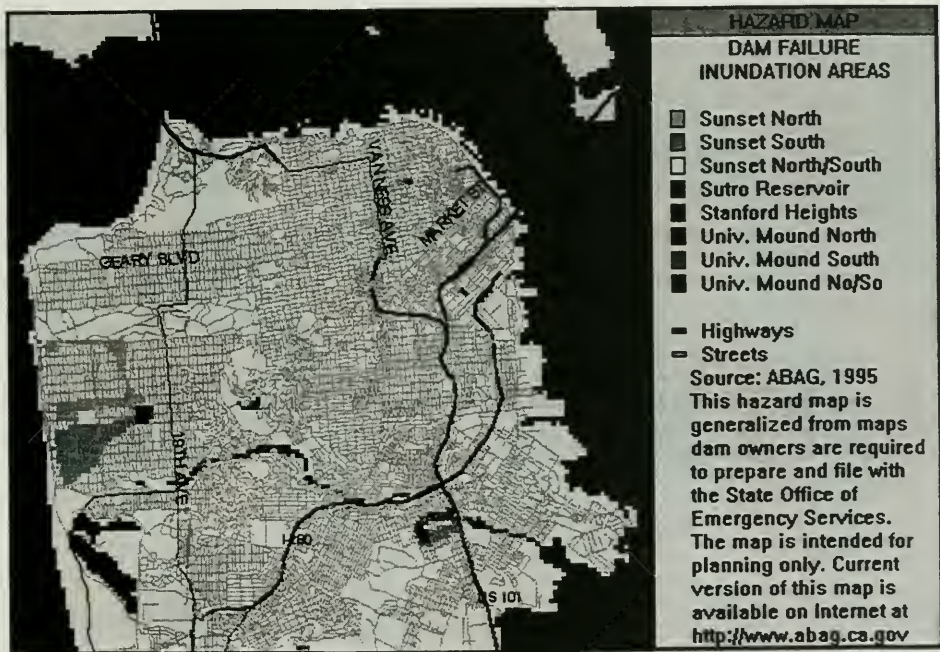
WATER SYSTEM INFRASTRUCTURE

ATTACHMENT 3

ASSOCIATION OF BAY AREA GOVERNMENTS WEBSITE INFORMATION

San Francisco Dam Failure Inundation Hazard Map

NOTE: If multiple reservoirs are listed in the legend under one color, this indicates that the area shown with that color will be inundated if ANY of those reservoirs fail. It does NOT indicate that all of the reservoirs must fail at the same time in order to inundate the area.



Directions to Access Inundation Maps in color on Internet:

- (1) Access the Association of Bay Area Governments website (www.abag.ca.gov).
- (2) Click on "Earthquakes" heading in left-hand column.
- (3) Click on "Dam Failure" heading in right-hand column.
- (4) Click on "View Dam Failure Inundation Hazard Maps".
- (5) Scroll to "San Francisco", then click "View Map".

WATER SYSTEM INFRASTRUCTURE

ATTACHMENT 4

SAN FRANCISCO EMERGENCY OPERATIONS PLAN ANNEX A, PAGE 17, "RESERVOIR FAILURE"

G. IMMINENT OR ACTUAL RESERVOIR FAILURE

GENERAL SITUATION

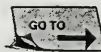
Reservoir failures can result from a man-made or natural cause such as earthquake, structural flaw or terrorist action.

A reservoir failure has the potential to cause loss of life, property damage, and other ensuing hazards, as well as the displacement of persons residing or working in the inundation area. Damage to electric facilities, (i.e. substations, transmission lines) and natural gas lines could also impact life support systems in areas outside the immediate hazard area.

SPECIFIC SITUATION

Although there are ten large in-City reservoirs on the municipal water system, all are constructed of embankments thirty feet or less in height, conservatively designed and built, and concrete-lined. Failure of such embankments is considered very unlikely.

Outside the City, the Water Department has three large dams in San Mateo County (Crystal Springs, San Andreas, and Pilarcitos) and two in Alameda County (Calaveras and San Antonio). All these dams are considered well-designed, well-built, and are monitored. They are considered reasonably safe; however, imminent or actual dam failure is planned for by the Department, as required by the State's Division of Safety of Dams.



Chapter. 7.0, Section. 7.10
Sample EBS Message

WATER SYSTEM INFRASTRUCTURE

ATTACHMENT 5

**LETTER DATED DECEMBER 13, 2000
FROM JOHN MULLANE,
PUBLIC UTILITIES COMMISSION GENERAL MANAGER
TO
JOHN EVERETT, SAN FRANCISCO CIVIL GRAND JURY**



SAN FRANCISCO PUBLIC UTILITIES COMMISSION

1155 Market St., 4th Floor, San Francisco, CA 94103 • Tel. (415) 554-3155 • Fax (415) 554-3161



December 13, 2000

Subject: Recreational Use of Reservoir Roof

WILLIE L. BROWN, JR.
MAYOR

E. DENNIS NORMANDY
PRESIDENT
VICTOR G. MAKRAS
VICE PRESIDENT
FRANK L. COOK
ANN MOLLER CAEN
ASHOK KUMAR BHATT

JOHN P. MULLANE, JR.
GENERAL MANAGER

Mr. John Everett
Civil Grand Jury
400 McAllister Street, Room 008
San Francisco, CA 94102

Dear Mr. Everett:

Thank you for your participation in the November 29th Sunset Reservoir South Basin tour coordinated by Claire Zvanski of my staff. It is my understanding that the issue of proposed recreational use of the Sunset Reservoirs North and South, and the potential resultant water quality issues were discussed. At the request of the Grand Jury this letter will give you the background information necessary to understand the difficulties that joint use of water storage facilities creates.

Three of the City Distribution Division (CDD) reservoirs Merced Manor, Lombard and Sutro, allow recreation on their surface. It has been found that the recreational use can negatively impact the water quality if they are not strictly controlled. City Distribution Division has determined that recreation is not compatible with the storage and protection of our high quality drinking water, and that in fact some roof surface uses by the public do in fact cause deterioration of water quality, sometimes causing the stored water to require additional treatment prior to distribution. Our experience with joint use of reservoir facilities and the problems intrinsic with joint use has led us to recognize the above in order to protect water quality and public funds.

At all sites, it is necessary to post "No Dogs" signage and control the public usage in this manner to prevent potential sources of contamination. Dog wastes deposited on reservoir roofs can lead to contamination of drinking water supply. Additionally because recreation on reservoir roofs is not under the auspices of the Public Utilities Commission, but under Recreation and Parks Department that the usage and maintenance of recreational space on reservoir roofs cannot always be as controlled as is necessary. The loss of San Francisco Public Utilities Commission jurisdiction has led to complaints regarding recreational surfaces and expenses in the maintenance and upgrading of these surfaces.

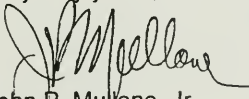
Mr. John Everett
December 13, 2000
Page 2

In this regard, the City Distribution Division with the Water Quality Bureau have determined that there shall be no new roof recreational areas on reservoir roofs and that signage shall be posted at Sutro, Merced Manor and Lombard to eliminate access by dogs.

Fencing of reservoir roofs is often necessary to achieve controlled access to roofs. As indicated to you by staff, the Sunset Reservoir is one location that is frequently brought up for potential use as recreational area. This use is incompatible with the primary purpose of the facility. Also due the loading requirements of such recreational facilities would require rebuilding the roof and a major seismic retrofit to both basins (a heavier duty roof would cause additional seismic forces due to the increased weight). The preliminary estimate for such retrofit work is an additional 50 million dollars. Additionally, roofs allowing any recreational contact require chemical feed facilities to be built or retrofitted into the reservoir sites. This last measure to ensure the City's capability to respond to any water quality issues that arises due to recreational use.

For each of the sites where surface recreation is to be limited or restricted public meetings will be held to inform the public of the City's concerns. It is our highest priority to distribute the best quality water and to maintain that quality within the distribution system facilities in order to protect public health. If you have additional questions, please contact Karen Kubick at 550-2971 or Jackie Cho, Water Quality Bureau at 920-4012.

Very truly yours,



John P. Mullane, Jr.
General Manager

Cc: Alan Nicholson, Foreman, Grand Jury
Tony Flores, CDD
Andrew DeGraca, WQB
Karen Kubick, UEB
Jerry Lyons, CDD
Jeff Murray, CDD
Claire Zvanski, CDD
Jackie Cho, WQB

